

**TOWN OF STONEHAM
MASSACHUSETTS
ANNUAL REPORT
2018**



**Paul E. Means
June 18, 1945 – March 21, 2018**

On the Cover

Paul E. Means

Paul E. Means, a life-long resident of Stoneham, died on March 21, 2018. He graduated from Stoneham High School in 1963, where he served as Senior Class President. He lived his life in service to the Town. He was a public school teacher, member of the Board of Registrars, Chair of the Stoneham Charter Commission, member of the Select Board, and State Representative. Paul was always proud to tell all those he met that he was from Stoneham, Massachusetts. He is missed by many friends throughout the Town.

In Memorium

Mary Appleyard, School Department Secretary, 2/18/18

Lorraine Prive, School Department Secretary, 4/1/18

Theodore Schwalb, School Teacher, 6/7/18

William McNulty, Jr., Fire Fighter, 7/3/18

Ann Marie Galis, School Teacher, 7/23/18

Marquerite Muir, Department of Public Works, 9/13/18

Elizabeth Luciano, Human Resources Director, 9/17/18

Margaret Donahor, Stoneham Public Library, 9/23/18

Geraldine Hayes, School Department, 10/23/19

James McDermott, Fire Fighter/22 years of service Stoneham Retirement Board,
10/28/18

William Murphy, School Teacher, 12/1/18

Alfred Minghella, Department of Public Works, 12/09/18

Richard Mongeau, School Teacher, 12/16/18

Richard Marengi, Fire Fighter, 12/24/18

**Town of Stoneham
Massachusetts
Annual Report 2018**

Select Board 2018



Left to right: Caroline Colarusso, Chairwoman Shelly MacNeill, Anthony Wilson,
Vice Chairwoman Raymie Parker, Clerk George Seibold

(Photo by William Ryerson)

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TOWN OF STONEHAM

COMMUNITY PROFILE

Incorporated: Stoneham was incorporated as a town on December 17, 1725.

Situated: 10.3 miles from Boston

County: Middlesex

Land Area: 6.6 square miles

Population: 21,434

Registered Voters: 16,291

Tax Rate FY19: Residential: \$11.22
Commercial: \$21.33

FY19 Town Operating Budget: \$66,289,202

Form of Government: Elected Board of Selectmen; Town Administrator; Open Town Meeting

Annual Town Election: First Tuesday in April

Annual Town Meeting: First Monday in May

Public Schools: Colonial Park School; Robin Hood School; South School; Stoneham Central Middle School; Stoneham High School; Northeast Metropolitan Regional Vocational School

Private Schools: St. Patrick's School; Greater Boston Academy

Governor: Charlie Baker

Senators in US Congress: Edward Markey; Elizabeth Warren

Representatives in US Congress – Fifth Congressional District: Katherine Clark

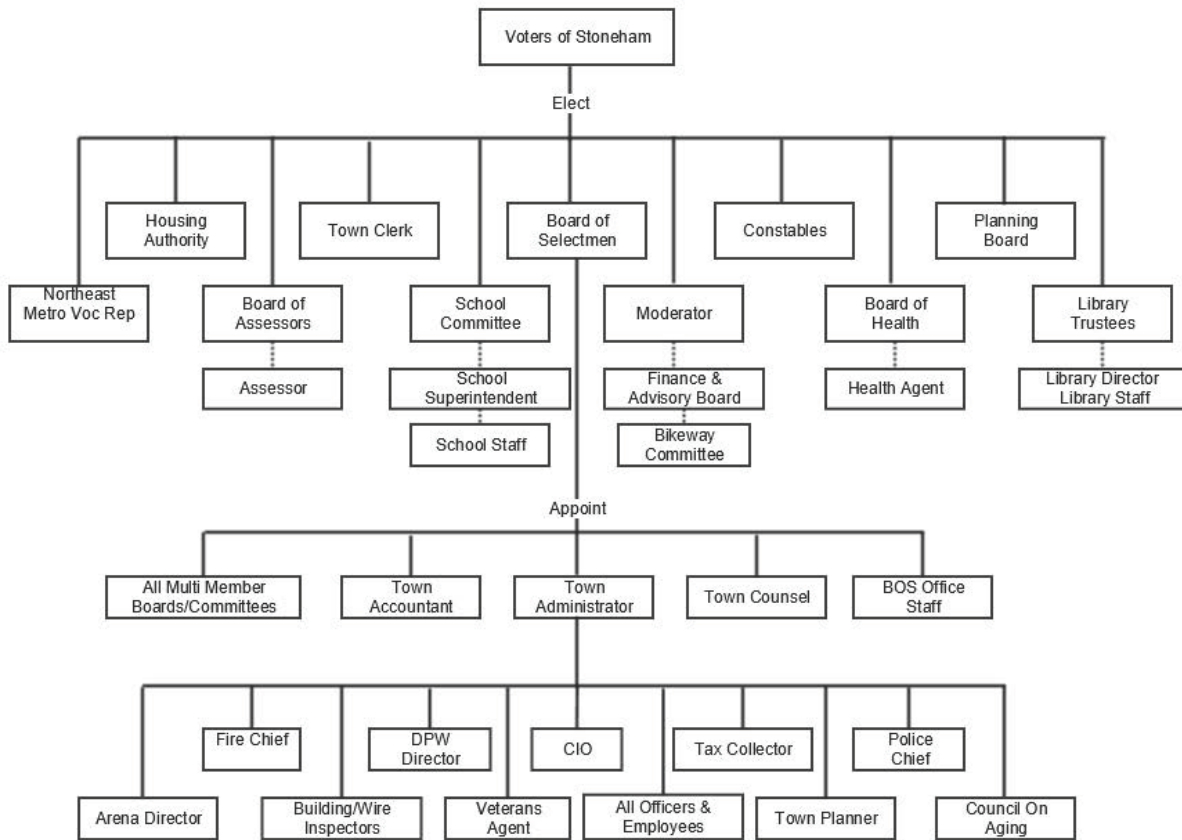
Sixth District Governor's Council: Terrance Kennedy

Fifth Middlesex Senatorial District: Jason Lewis

31st Middlesex Representative District: Michael Day

Official Website: www.stoneham-ma.gov

ORGANIZATIONAL CHART



TOWN OF STONEHAM
ELECTED OFFICIALS 2018

Office	Term
Board of Assessors	
Craig Celli, Chairman	2021
Eric Josephson, Vice Chairman	2019
William Jordan, Treasurer	2020
Board of Health	
Teresa Dean, Chairwoman	2019
Wendy Cayton, Vice Chairwoman	2020
John Scullin	2021
Select Board	
Shelly MacNeill, Chairwoman	2020
Raymie Parker, Vice-Chairwoman	2021
George Seibold, Clerk	2019
Caroline Colarusso	2021
Anthony Wilson	2019
Constables	
David Luciano	2021
Robert Nardone	2021
Robert Sweeney	2021
Housing Authority	
Thomas Anderson, Chairman	2021
Kevin McLaughlin, Vice Chairman	2020
Robert Daniels, Treasurer	Appointed by Governor
Michelle Meagher, Assistant Treasurer	2019
Carol Mustone	2021
Library Trustees	
Michael Rora, Chairman	2020
Rocco Chiccarello, Vice Chairman	2020
Jane Francis,	2021
Kathryn Fitzgerald	2021
Patricia DePietro	2019
Susan Fixman	2019
Moderator	
Jeanne Craigie	2020
Northeast Metropolitan Vocational School District Representative	
Lawrence Means	2020

Office	Term
Planning Board	
August Niewenhous, III, Chairman	2022
Kevin Dolan, Vice Chairman	2019
Terrance Dolan	2020
Daniel Moynihan, Jr.	2023
Joseph Rolli	2021
School Committee	
Rachel Meredith-Warren Chairwoman	2019
David Maurer Vice Chairman	2020
Nicole Fenocchi Nial	2020
Jaime Wallace	2021
Thomas Dalton	2021
Town Clerk	
Maria Sagarino	2019

APPOINTED OFFICIALS 2018

Board	Term
Bike and Greenway Committee	
Dolly Wilson, Chairwoman	2019
Bill Murphy, Vice Chairman	2019
Joan Lemire, Secretary	2021
Cameron Bain	2019
Dorothy Bergold	2021
Linda Hanson	2019
Sheila Ryder	2020
Julie Shulman	2019
Austin Swinney	2021
Adrian Niall	2020
Douglas Gray	2021
Board of Appeals	
Tobin Shulman Chairman	2020
Raymond Dufour	2019
Kevin McLaughlin	2019
Eric Rubin	2020
Robert Saltzman	2021
Mark Russell, Associate	2019
Vacant, Associate	2020

Board	Term
Capital Improvement Advisory Committee	
Tom Barry, Chairman	2019
Anthony Wilson, Selectman	
Dennis Sheehan, Town Administrator	
John Macero, Superintendent of Schools	
Jaimie Wallace, School Committee	
Daniel Moynihan, Planning Board	
David Castellarin, Town Accountant	
Tim Waitkevitch, Finance and Advisory Board	
Kara Johnston	2019
Ryan Brown	2020
Conservation Commission	
Ellen McBride, Co-Chair	2020
Robert Parsons, Co-Chair	2020
Domenick Cimina	2021
Megan Day	2020
Norman L'Esperance	2019
Alexander Rozycki	2021
Vacant, Associate	2019
Vacant, Associate	2019
Contributory Retirement Board	
David Castellarin, Town Accountant, Ex-Officio	
Janice Houghton, Chairwoman	2021
John Scullin	2020
Kathleen Sullivan, Board of Selectman Designee	
Vacant	
Council on Aging – Board of Directors	
Kathleen Welch Hudson, Chairwoman	2021
Connie Rosa, Vice Chairwoman	2021
Angelika Adams	2020
Maureen Buckley	2019
Jane DiGangi	2020
William Kelly	2020
Walter Wolonsavich	2020
Mary Zatta	2021
Cultural Council	
Nicole Tammaro, Chair	2019
Ann McPherson,	2020
Jane Digangi,	2020
Rica Blahnik	2020
Herlinda Charpentier Saitz	2019
Lisa Gallagher	2019
Andrea Simmons	2019

Board	Term
Disability Committee	
Dennis Sheehan, Town Administrator	
Erin Alacron, Chairwoman	2019
Kathleen Bardell	2019
Paul Condon	2019
Robert Meltz	2019
Vacant	2020
 Farmers Market Committee	
Julie Boussy, Co-Chair	2020
Lauren Murphy, Co-Chair / Secretary	2020
Karen Kelly, Treasurer	2019
Kathryn Fitzgerald	2020
Tammy Golson	2019
Kristy Sinagra	2019
Leila Pascale	2021
 Finance and Advisory Board	
Tim Waitkevitch, Chairman	2020
Susan Alpert Lipman,	2020
Andrew Harmon	2019
Christopher Waszak	2021
Wendy Smith	2021
Cory Mashburn	2021
Jeremy Doyle	2021
Heidi Bilbo	2021
Ed Hurley	2021
Domenico Martignetti	2021
Devin Desmarais	2021
 Historical Commission	
Dolly Wilson, Co-Chairwoman	2020
Marcia Wengen, Co-Chairwoman/Secretary	2021
Joan Quigley, Treasurer	2020
Hilary Fotino	2019
Susan Larson	2020
Mindy Pontone	2021
Vacant	

Historical Society	
Donna Weiss, President	
Paulene Bee Russo, Secretary	
Robert VanTichelt, Treasurer	
Stephen Rotundi, Vice President	
Melissa Davidson-Kyle, Executive Director	
Joan Quigley	
Philip Donovan	

Board**Term****Memorial Day Parade Committee/Veterans Day Committee & Veterans Memorial Walk/Run**

Maureen Buckley, Chairwoman
Kevin Cantwell, Vice Chairman
Cameron Bain
James Devlin, Veterans Agent
Michael Doucette
Francis Geary
James Lamb
Frank Zhu

Mystic Valley Elder Services

Maureen Canova
Gene Ferullo, Clerk
Janice Houghton

Open Space and Recreation Committee

Stephen McDonough, Chairman	2020
Dennis Visconti, Vice Chairman	2021
John Bracciotti	2020
Therese DiBlasi	2019
David Goodberg	2019
Maura Hayes Campbell	2020
Cynthia Hemenway	2019
James Sarno	2020
Stephen Sylvester	2019
Vacant	2020

Registrars of Voters

Maria Sagarino, Town Clerk, Ex Officio	
Lawrence Allen	2019
James Sinclair	2020

Stoneham Coalition for a Safe and Healthy Community

Shelly MacNeill, School Committee, Chairwoman
Dennis Sheehan, Town Administrator
John Macero, Superintendent of Schools
James McIntyre, Chief of Police
George Seibold, Board of Selectmen
Peg Drummey, Board of Health
Judith Sadacca, Chamber of Commerce

Water and Sewer Review Board

Carl Gay (BOS Designee)	2020
Scott LeBeau (FAB Designee)	2021
Douglas Potts (FAB Designee)	2019
Stephen Quattrocchi (BOS Designee)	2019
Vacant (BOS Designee)	2022

SELECT BOARD

The Select Board (Board) is pleased to present the 2018 Annual Report to the residents of Stoneham, in accordance with Section 2-31 of the Town Code, which reads as follows: “Every officer in charge of a department shall annually, on or before the tenth day of January, transmit to the Selectmen, in writing, a report containing a statement of the acts and doings of his department for the past financial year; such report shall be printed in the Annual Report.”

On April 3, 2018, Raymie Parker was elected to a three-year term as Select Board member. On April 10, 2018, the Board reorganized. Anthony Wilson was elected as Chairman; Shelly MacNeill was elected as Vice Chairwoman; Raymie Parker was elected as Clerk; and Caroline Colarusso and George Seibold are Board members. On September 24, 2018, the Board once again reorganized. Shelly McNeill was elected as Chairwoman; Raymie Parker was elected as Vice Chairwoman; George Seibold was elected as Clerk; and Caroline Colarusso and Anthony Wilson are Board members.

Pursuant to Article VIII, Section 2-45, of the Town Code, Robert Galvin was appointed as Town Counsel on March 6, 2018. He continues to provide excellent service to this Town.

Many applications were processed for the Helen Walcott Stockwell Trust and the Sydney Hill Trust, which cover payment of medical and dental bills for Stoneham Residents who qualify.

The Board met 66 times in 2018. There was one Annual Town Meeting, that included 29 articles, and three Special Town Meetings, that included a total of 21 articles, held this year. The Board met as part of a Tri-Board (Select Board, School Committee, and Finance and Advisory Board) 4 times in 2018. In addition, the Board members attended many sub-committee meetings, meetings of other boards, committees, and commissions. Public Hearings were held for site plan approvals, utility installations and grants of location, tax revenue classification, marijuana retail shops, and input on other Town projects. The Board generated over \$60,000 in alcohol and other license revenue in 2018. The Board made numerous appointments to boards and committees this year and continues to be encouraged by the spirit of volunteerism in our Town.

This year brought many challenges to the Board including the continuation of the MWRA Northern Intermediate High (NIH) Pipeline Project, continued discussions and negotiations with Eversource regarding a major construction project in Town, and continued discussions regarding the Weiss Farm development project. In addition, the Board was pleased to hire a new Town Administrator, Dennis Sheehan.

On December 5, 2018, the Board and the Stoneham Public Schools held a Senior Citizens’ Holiday Party. Approximately 250 seniors attended the event and enjoyed a wonderful meal, entertainment, and raffle prizes. The Board wishes to thank John Macero and Stoneham Public Schools for donating the luncheon and the use of the Stoneham High School Cafe, Anderson Treacy Realty and former Selectman Frank Vallarelli for providing the each of the senior an “02180” mug, the Chamber of Commerce, Stoneham Bank, and the Rotary Club for their kind assistance in making this event a success, Maureen Canova and the Council on Aging for providing transportation, the many students and volunteers who served lunch to our seniors, and the many individuals, departments, associations, and local businesses for their very generous raffle donations. This year both State Senator Jason Lewis and State Representative Michael Day attended the party. The party was a great success!

The Board members continue to be receptive to resident input at public hearings, meetings, office hours, in-home visits, as well as through email and phone calls. The Board welcomes input and strongly encourages this communication between the Board and the community. The Board wishes to thank all Town officials, employees, and committee members for their efforts and dedication to this Town. Their continued efforts allow the Town to provide a high level of service, making Stoneham a wonderful place to live and enjoy.

Respectfully submitted: Dava Kilbride, Secretary to the Board of Selectmen

PLANNING BOARD

The Stoneham Planning Board met thirteen times and conducted fourteen public hearings during 2018. Six special permits were granted. Three bond requests for a new subdivisions were approved. Several plans were endorsed Approval Not Required under the Subdivision Control Law. Hearings were held and recommendations made on Zoning Bylaw Warrant Articles and Rezoning of parcels. In addition, members participated in the Business Roundtable, The Capital Planning Committee, The Housing Production Plan Steering Committee and other joint meetings.

A host of challenges continue to be in the forefront of planning and development efforts in the community. Most business and residential development in Stoneham have been classified as reuse or repurpose projects in otherwise mature districts and neighborhoods for the last decade. The difficulty and complexity in dealing with these projects has increased exponentially in the last several years. The Board remains committed to recognizing the rights of those seeking to develop their property while protecting the rights of abutting properties and the good of the Town.

The Board was pleased to sponsor the adoption of a New Zoning Map, which allows for an easier grasp of the Zoning Districts. Several other Zoning Amendments were sponsored, one of which deleted a duplicative and burdensome requirement from the Zoning By-Law.

We continue to be successful in closely monitoring several legislative measures with our State Representative and Senator to ensure that no so called "Zoning Reform" initiatives are advanced which would remove local controls and options from our community.

The protection of boundaries between various residential and commercial uses appears to be a trend and requires a high level of diligence in these sensitive issues. Major projects advance due largely to the proponents themselves taking the opportunity to work with the Town and the Board to rethink and redesign projects during the submission to the Board in a spirit of cooperation and mutual respect.

Your Board continues to remain dedicated to resolving as many issues in our jurisdiction within the Town without recourse to the court system; but we will exercise every option to protect the integrity of the Board and the Town. Several appealed Zoning Related matters were disposed of in favor of the Town in 2018. We remain committed to take every measure within our jurisdiction to protect the rights of the Town and the integrity of the abutting neighborhoods with regard to the proposal for the large affordable housing project on Franklin Street now advancing under M.G.L. Chapter 40B.

I would like to thank fellow members Kevin Dolan, Terrence Dolan, Daniel Moynihan and Joseph Rolli for their commitment and long-term dedication. The Board members collectively bring many years of professional land use and zoning experience, life safety and code compliance experience to the Board and our Community. Our work has advanced rapidly and professionally due to the efforts of Cathy Rooney, our Planning Board Administrator, our new Principal Office Assistant, Jen DeCourcy. We are fortunate to have such capable staff members allow the Board to function as efficiently as possible. We also thank Town Counsel Robert Galvin for his efforts in disposing several zoning appeal cases. In closing, we would like to thank all of our colleagues in the various other boards, commissions and departments for their assistance and support in 2018.

Respectfully submitted,
August S. Niewenhous, Chairman

BIKE AND GREENWAY COMMITTEE

Members: Dolly Wilson (Chair), Bill Murphy (Vice-Chair), Joan Lemire (Secretary), Cameron Bain, Dorothy Bergold, Douglas Gray, Linda Hanson, Adrian Nial, Sheila Ryder, Julie Shulman and Austin Swinney.

The Stoneham Bikeway/Greenway Committee is a volunteer group of residents established at the October 2009 Town Meeting "to assist the Selectmen/Town Administrator in the implementation and the development of the Town owned land or leased land commonly known as the 'Railroad right-of-way' as a Linear Park/Greenway with a continuous multi use trail...".

With 1.8 miles in Stoneham and 6.6 total miles including Winchester and Woburn, the Tri-Community Greenway provides Stoneham residents a beautiful new trail that connects many neighborhoods to our downtown and other recreation areas. It is ADA compliant and generally consists of a 1

0 foot paved path with unpaved shoulders where space allows. Most of the path is off road, although there are a few on-road connectors, mostly in Winchester.

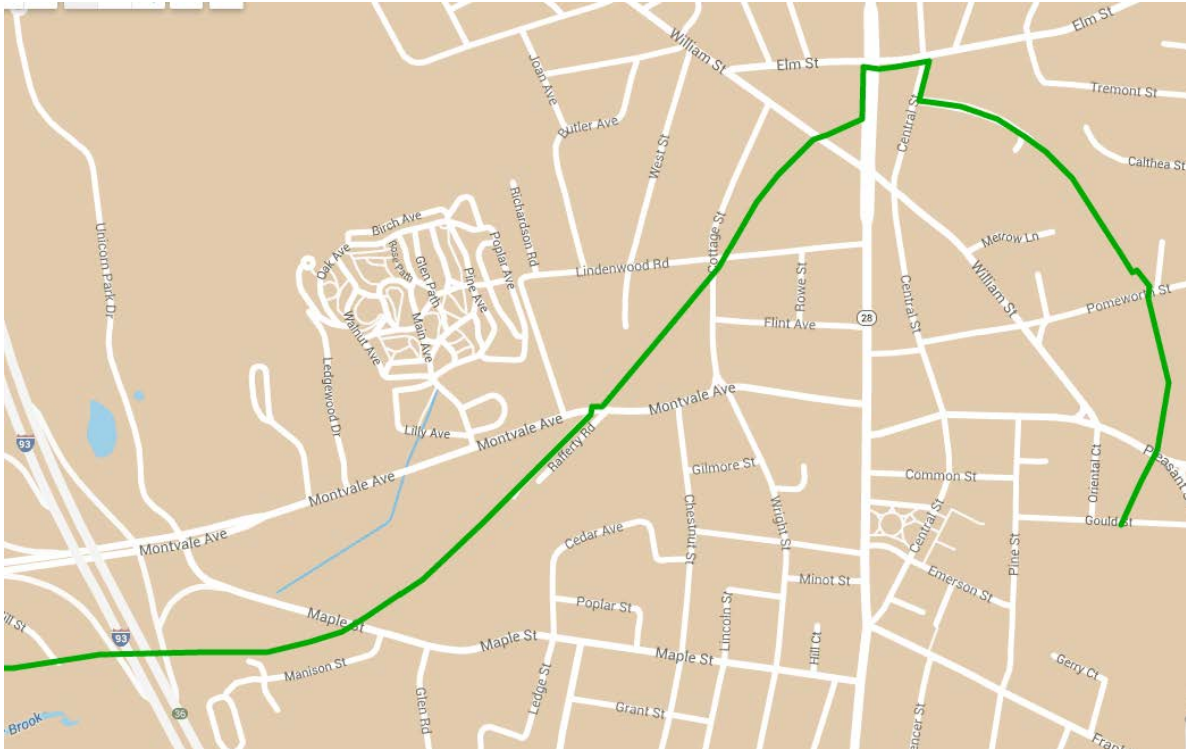
The year of 2018 saw construction largely finished in the Stoneham stretch. This included the paving, fencing, historical signs, and pedestrian safety signals. There are still some landscaping and small issues to deal with, but members of the community have not waited for the official 2019 opening and can be seen walking and biking regularly along the Greenway. The committee looks forward to the official end of construction this coming year.

Mr. Cameron Bain dedicated 30 years to creating a Greenway, and that was recognized in November with the town and the state declaring a Cameron Bain Day, featuring a parade of bikers and pedestrians along the greenway from the Boys & Girls Club, which Cameron also helped found, to a ceremony at the sign dedicating the Greenway to him. It was a little chilly, but a wonderful day.



Cameron & Connie Bain getting ready for a ride on the Greenway.

Route of the Greenway:



BOARD OF APPEALS

The mission of the Stoneham Board of Appeals is to work to make the community the best it can be while providing for property and business owners needs through thoughtful consideration and the granting, when applicable, of special permits and variances.

Members for the 2018 year included Chairman Tobin Shulman, Vice Chairman Robert Saltzman, Eric Rubin, R. Michael Dufour, Kevin McLaughlin, and Associate member, Mark Russell.

The Stoneham Board of Appeals met 14 times in 2017 for our regular scheduled meetings. The Board reviewed 30 applications for 2018. Twenty-eight petitions were approved, and two petitions were denied. In addition to our regular meetings, the Board met 1 time in Executive Session. The Board also granted 8 six month extensions

BOARD OF ASSESSORS

Board of Assessors:

Craig Celli	Chairman	
William Jordan	Secretary	
Anthony Kennedy / Eric Josephson	Member	

Stoneham Assessors office staff:

Brian C Macdonald	Director of Assessing
Cheryl Kozlowski	Admin. Assessing Assistant

The calendar year 2018, the latter half of Fiscal Year 2018, began with the release of the actual tax bills for the 2018 Fiscal Year. There were 32 applications for abatement received by the office of which 17 were granted. There were also 281 statutory exemptions granted by the Board of Assessors as well including 73 Elderly (41C - \$1,000) Exemptions and 184 Veterans Exemptions (22, 22E, 22D and 22F). Craig J Celli was reelected to the Board of Assessors in April of 2018. Anthony Kennedy resigned from the Board of Assessors in August of 2018 and was replaced for the remainder of his term by Eric Josephson.

Fiscal Year 2019, which began on July 1st, 2018, was an Interim Valuation Year for Stoneham's Assessing Department. Values were adjusted to meet state guidelines and received valuation approval by the Department of Revenue on September 13, 2018. The tax classification hearing was held on November 20, 2018 and Department of Revenue approved the tax rate on December 10, 2018. The Board of Assessors recommended a CIP tax shift of 175 or 175% from the single tax rate of \$12.19 to the Board of Selectman. The recommendation was approved by the Board of Selectman by a 4 – 1 vote with member Caroline Colarusso voting against the recommendation. This established a dual tax rate for the Residential / Open Space and Commercial / Industrial / Personal Property of \$11.22 and \$21.33 respectively. The total valuation of the community increased by approximately \$334,178,871 or 8.7%, from the previous fiscal year. New growth for Fiscal Year 2019 totaled \$755,634.

BOARD OF HEALTH

The mission of the Board of Health is to educate, promote, improve and protect the health and well being of the citizens of Stoneham, while contributing to building a healthy community and environment in which to live. According to the Town's Bylaws, State and Federal Laws, the Board of Health is under a dutiful obligation to develop and implement health policies, standards, bylaws and regulations.

BOARD:

Mr. John J. Scullin: Mr. Scullin the senior member of the Stoneham Board of Health, currently serves as Secretary of the Board of Health and has done so also in the capacities of Chairman and Co- Chairman since 2000. He also served as a Lieutenant on the Town of Stoneham Fire Department. Mr. Scullin has been certified with the Town of Stoneham Fire Department and the Commonwealth of Massachusetts in HAZMAT training and Emergency Medical Training – (EMT) Training. Mr. Scullin, who is now retired, generously and continually contributes his time to the Board of Health in every facet that the Board offers.

Wendy Cayton, RN: Ms. Cayton was elected to the Board of Health in November of 2016, and continues to enhance the Board and Department with her professionalism and expertise. She presently serves on the Board as Secretary. Ms. Cayton is a registered nurse who has previously served as Public Health Nurse for the Town of Stoneham.

Teresa Buckley Dean RN, MS: Mrs. Dean joined the Board in November 2012 and currently sits as Chairperson for the Board. Terry was a former Public Health Nurse for the Town of Stoneham from 1999 to 2005. She started her nursing education at Northeastern University where she graduated with her Bachelor's Degree in Nursing in 1986 and then moved on to receive her Master of Science Degree in Nursing in 1992. Following that, she began her career at Children's Hospital and then worked at Winchester Hospital. During her time at Winchester Hospital she became the Public Health Nurse for the Town of Stoneham. She left her position at the Board of Health to become the Pediatric Clinical Nurse Educator for Mass General for Children at North Shore Medical Center in

2005. Most recently, Terry has become an Assistant Professor and teaches nursing at MCPHS University and has recently received her doctorate degree in nursing.

The members of the Board of Health held eleven (11) meetings this year. In addition to being proactive with public health issues and the rules and regulations, the Board decided on the following items:

1 Hearing: Tobacco Control Regulation Update

1 Hearing: Approval for Vaccine funding

John R. Fralick III, REHS/RS, originally from Woburn, Massachusetts, is a graduate of Bridgewater State University with a Bachelor of Science in Health Education. Mr. Fralick came to the Town of Stoneham with 3 years experience as a Health Inspector for the city of Beverly. Currently, Mr. Fralick is a nationally-certified Environmental Health Specialist and Sanitarian with multiple accredited certifications and professional memberships. Mr. Fralick serves as Agent to the Board of Health, carrying out any enforcement measures that the Board sees fit to better the public health of the community.

Support staff includes:

John R. Fralick, III, REHS/RS	Health Agent
Margaret E. Drummey, RN	Public Health Nurse
Denise F. Breen	Office Assistant
Janeen Canavan	Office Assistant

HEALTH AGENT

Under the direction of and on behalf of the Board of Health, the Health Agent is responsible for maintaining the day-to-day operations of the department. The Agent also keeps the Chairman of The Board of Health updated on a daily basis and works closely with the Town Administrator and other Department Heads within the town. The Health Agent enforces local, state, and federal regulations pertaining to the general public health, safety, and environment.

The Health Agent received and investigated 131 complaints in 2018:

Besides the complaint investigations, the Health Agent performed the following inspections:

Food Service Routine	101
Temporary Food	26
Food Service Follow up	13
Housing and Follow-up	69
Pools	17
Miscellaneous & Follow-up Inspections	131
Illness Investigation	3
Camps	4
Animal Quarantines	<u>7</u>
Total (+ Complaints)	401

The Board of Health in 2018, has remained proactive in maintaining a safe and community.

The Board of Health is a member of the Substance Abuse Coalition.

Several new businesses were opened in Stoneham during 2018, and more continue to show interest in investing in the Town of Stoneham.

The treatment of the catch-basins as part of a town wide mosquito control program will commence again in June due to expected funding. The purpose behind waiting until June is to ensure the annual winter frost falls within the time frame of protection from the Altosid XR tablets. (180 days) The Board of Health will apply the extended release tablets to a number of catch basin treatments for the warm season to ensure that the town is safe from any mosquito-borne illness, whereas catch basins and standing water are their primary breeding grounds. Moving forward, the Board of Health looks to expand its Pest Control budget to combat the surging rodent population in Town and the surrounding communities

The Animal Control Officer continues to be funded by the Board of Health, and looks to receive additional funding for equipment and trainings in 2019.

Public Health changes with the seasons and circumstances making educating the general public of the risks surrounding each circumstance an extremely important aspect of Public Health. The Board of Health maintains an open door policy and encourages all residents and businesses owners' needing assistance to contact the office.

The Health Agent along with the Board of Health proposed *departmental goals* for the upcoming year are as follows:

- Increase the presence and involvement of the Board in the community utilizing the media and on-site education:
- Increase community programming and services;
- Establish sufficient staffing to meet the demands of the department.
- Continue to be proactive in helping new establishments, businesses and property owners within our community:
- Maintain a high standard of safety by promoting the philosophy the Board of Health Mission Statement.
- Expand the department to better serve the needs of the community.

OFFICE ASSISTANTS:

The office assistant maintains databases and prepares all permits, licenses, and accounts payable/receivable for approval. In addition, this position transcribes the minutes of the Board's monthly meetings, and composes correspondence as directed. They also assemble and prepare a variety of reports for the Health Agent, Public Health Nurses and Board as needed.

Mrs. Janeen Canavan, Office Assistant, started with the department in October of 2017 while Ms. Denise Breen started in October of 2000. These positions are responsible for issuing permits and collected \$55,105 in permit fees in 2018.

The compiled total of permits issued by this department in 2018 was 673.

PUBLIC HEALTH NURSE:

Public Health Nursing is population based. Under the Board of Health, the Public Health Nurse cares for the health of the entire community instead of one patient at a time. Public Health Nurses monitor, track and respond to outbreaks for infectious diseases, partnering with daycare centers, nursing homes, medical offices, school nurses and city and state officials. Public Health Nurses and the Board of Health conduct case investigations and mass vaccination clinics to stop the spread of disease, providing community education to help people stay healthy. In addition, Public Health Nurses collaborate with first responders and other municipal departments to help prepare the community for emergencies.

Services provided include but are not limited to....

Blood Pressure Clinics	TB Testing	Health Care Referral
Community Agency Referral	Health Teaching and Education	Physician referral

The Public Health Nurse continues to have an active membership with the Northeast Chapter of Public Health Nurses, MAPHN Assoc. and the MRC (Medical Reserve Corps of MA.)

A collaborative relationship continues with all school nurses.

Blood Pressure at Senior Center:	98
Walk-In Blood Pressure at BOH:	47
Home Visits:	8
TB testing:	59
B12 injections	49
Communicable Illnesses:	157
Immunizations:	35
Total Flu Injections:	598

A collaborative effect continues with Stoneham Police Department regarding the Expired Prescription Drop-Off Box located in the Police Lobby.

The Public Health Nurse is part of the School Wellness & Advisory Committee at the High School to develop & implement an annual plan.

The Board of Health and the Public Health Nurse continues a working relationship with the Stoneham Independent and the Stoneham Sun providing public service announcements to keep residents informed of health information.

A monthly column in the Stoneham Senior Center's Sentinel "Ask A Nurse" is provided by the Public Health Nurse.

The Board of Health also continues to provide internship programs for Emmanuel College, U Mass Boston and Ma College of Pharmacy and Health Sciences nursing students.

The Board of Health and the Public Health Nurse are contact persons for the Stoneham Substance Abuse Coalition. The Public Health Nurse, updates immunization records for children attending summer camp. The Public Health Nurse continues as the Health Care Consultant for the Purpose School. Monitoring AED's (Automatic External Defibrillators) located at the Town Hall, Library, Senior Center and the Stoneham Arena is also updated by this department. The Public Health Nurse also attends various seminars on immunization updates, surveillance updates, communicable/infectious diseases and vaccine safety and up to date Webinars in order to maintain a high standard of practice and quality assurance.

The Public Health Nurse is a member of the TRIAD council. The term refers to the three founding organizations: AARP, the International Association of Chiefs of Police and the National Sheriffs' Association. The purpose of TRIAD is to build partnerships between senior citizens and law enforcement and to share information on how seniors can avoid becoming victims of crime and enhance the safety and quality of their lives

The Board of Health and the Public Health Nurse took part in the annual Blood Drive sponsored by the American Red Cross.

The Public Health Nurse attends the monthly Public Health Nurse meeting in Tewksbury, the Annual Conference of PHNs and the Annual Adult Immunization Conference.

CAPITAL COMMITTEE

Members: Tom Barry, Chairman

Tim Waitkevitch, Finance & Advisory Board Delegate

Anthony Wilson, Board of Selectman Delegate

Dave Castellarin, Town Accountant

John Macero, Superintendent of Schools

Jaime Wallace, School Committee Delegate

Tom Younger, Town Administrator

Kara Johnston, Resident Member

Ryan Brown, Resident Member

The role of the Capital Improvement Advisory Committee for FY 2019 is to study proposed capital projects and improvements involving major non-recurring tangible assets and projects that have a useful life of at least 3 years, cost over \$10,000 and are purchased at intervals of not less than 5 years.

All department heads had submitted their anticipated capital needs to the committee.

The committee felt that all departmental requests had merit but anticipated funding is not adequate for all requests. Priorities were given to:

1. Public, or employee safety concerns
2. Mandated by code, or law
3. Potential to increase cost if delayed.
4. Age and condition of items being replaced (or repaired)
5. Regular replacement, or replacement cycles
6. Department Priority

Capital requests are normally presented for approval at the Annual Town Meeting in May, but some circumstances warrant inclusion in the October Special Town Meeting as well.

The Committee met from October to January to prepare for the May Town Meeting, and August through October for the October meeting and recommended the following:

FY2019 Capital Committee Recommendations May Town Meeting		
Department	Amount	Description
Town Planner	\$50,000	Downtown Stoneham Configuration Complete Streets Improvement Program, Design Study - The project will address the roadway from Montvale/Main Street intersection southerly to Maple/Main Street intersection. Benefits will include: more efficient traffic pattern, give Downtown businesses more space in front of their storefronts for seating/gathering, widen sidewalks, increase green space /public gathering areas and ultimately make it safer for all those who travel throughout the Downtown whether it's by vehicle, bicycle or by-foot.
Police	\$20,350	Firearms Replacement – Replacement of pistols for the Department to reduce the probability of malfunction or failure of weapons. By changing the caliber of the handgun from .40 caliber to 9mm, the cost of ammunition for training is reduced.
Fire	\$50,000	Decontamination Area – Construction of area that will contain 2-3 showers, a sink, and toilet, as well as a room with hose to wash off the bulk of biological or hazmat contamination. Currently there is only one bathroom and single shower in the Fire Station.
Schools	\$100,000	School Technology Capital Replacement Program – Purchase Chromebooks as part of the School Department's effort to go one to one with technology in the schools. Chromebooks for Grades 5-6 (devices would stay in school) and Grades 7-10 (Chromebooks allowed to go home).
Schools	\$350,000	Stoneham High School "New Wing" Roof Replacement – Extensive roof repairs have been done and roof is actively leaking and in need of replacement. Roof can be penetrated very easily. Repairs are no longer an option.
Schools	\$150,000	Elementary School Chillers – New chillers are needed at Colonial Park and South School to replace chillers from 2001-2002 that never worked properly. School is used throughout the summer by summer school, teachers, athletics, and rental groups.
Public Works	\$150,000	Sidewalk Program – Removal and replacement of sidewalks throughout Town. School routes and downtown area are priority.
Public Works	\$150,000	Streets – For paving throughout Town. Chapter 90 funds have not been a sufficient source of funding in the past. These capital funds will be combined to provide a sustainable paving program in town.
Public Works	\$130,000	1992 6 Wheel Dump Truck – Part of DPW Capital Replacement Program (replace smaller vehicles on a 10 year cycle and larger vehicles on a 20 year replacement cycle)
Public Works	\$25,000	1997 Sander Body – Part of DPW Capital Replacement Program
Public Works	\$50,000	2004 1 Ton Dump Truck – Part of DPW Capital Replacement Program
Public Works	\$45,000	2006 F-250 Pickup Truck – Part of DPW Capital Replacement Program
Recreation	\$30,000	Park and Field Study – A study to evaluate Stoneham's current parks and fields. Goal is to create a priority plan to renovate fields and rebuild parks to meet the town's usage needs, as well as ADA requirements.
Library	\$31,000	Carpeting – Will replace 30+ year old carpets that are threadbare in several areas, and permanently stained.
Library	\$15,000	Computer Replacement - Computers provide a core library service, and technology will remain vital to the Library's longterm focus. Computers will be purchased through NOBLE (for better pricing).
Golf	\$10,000	Tree Work – Required for tree removal that cannot be performed by DPW and requires a specialty tree service company. Select trees are currently shading areas that are now serviced by the new irrigation system.
Golf	\$24,314	Unicorn GC Bunker Restoration – Will provide restoration of multiple bunkers (most critical) at Unicorn Golf Course.
ND	\$25,000	Historical Commission - Continuation of Implementation of Master Preservation Plan for the Old Burying Ground (OBG). The restoration of the tombs and the

		walls are necessary to keep the wall from collapsing and undermining burials or creating a danger to the public, particularly along Oriental Court.
GIS/MIS	\$45,000	Upgrade to MS Windows Server 2008R2->2016 – Includes purchasing software assurance which allows for semi-annul upgrades to the Operating System for three years. Replace server 1 & 2, MS Office Server and SQL server.
Police	\$16,240	Speed Radar Trailer – To be used throughout town to address and promote traffic safety. The police department's existing trailer has not been operative for four years. New sign can also display messages (ie. Town Meeting Announcements).
Schools	\$33,000	Security Radio System – Radios allow for communication between the schools and would be used by the Administration, Transportation, Nurse, Custodians, and other essential personnel. Under law, the schools need to be directly connected to Fire and Police Departments, and these radios would allow for this.
Total:	\$1,499,904	

FY2019 Capital Committee Recommendations October Town Meeting		
Department	Amount	Description
Police	\$140,000	2 New Chevrolet Tahoe Marked Police Cruisers
Fire	\$75,000	Feasibility Study for new fire station
Schools	\$375,000	Security Systems Upgrades
Town	\$80,000	Munis Software Upgrades
Total	\$670,000	

COMMUNITY ADDICTION COORDINATOR

The Community Addiction Coordinator is pleased to wrap up the second year of the position for the 2018 Annual Report to the residents of Stoneham. The Community Addiction Coordinator started the position in April 2017. The Community Addiction Coordinator's position works alongside the Police Department, School Department, Fire Department, Action Ambulance and the Stoneham's Coalition. Each month the Community Addiction Coordinator attends monthly meetings with the Stoneham's Coalition, Mystic Valley Public Health, the District Attorney's Opiate Task force as well as a Regional Community Opiate Task Force. These meetings go over pending issues within each town and surrounding towns with substance use, overdoses and mental health issues.

Goals of the Community Addiction Coordinator are to strive as a community resource that helps Stoneham with information and referral services in terms of substance dependence treatment and aftercare. Clients range from short term substance use/ and or addiction to short term/long term recovery. The core programs of Community Addiction Coordinator are the following: to provide individual information, assessment and referrals, and to assist families and individuals during post overdose and home visit follow ups. Along these goals the Community Addiction Coordinator has also provided several community events and activities for the community.

Overall since the start date there has been 126 families/ individuals served. This entails post overdose visits, home visits and multiple site visits. In some cases multiple family members are actively using substances. The referral breakdown is as follows: there are 17 cases with substances found during arrest, 13 alcohol cases- dui etc., 6 cases with a possible suicide attempt with substance use, 79 overdoses cases, 3 individual cases with Woburn District Court visits on a section 35, 3 individuals that were under 18 years old using substance and 5 miscellaneous cases on substance use. In terms of community events over the past year the Community Addiction Coordinator successfully scheduled a school assembly in the Fall 2018 called "Cory's Cause", held a Recovery Yoga *Y12SR* Event, a Naloxone (Narcan) Training Event, "Breaking Points" Movie Showing, a Teen Sober Dance, 2 Community Resource Drop in Nights, a Teen Microsoft Video Game Event, an Acupuncture Event and a Nutrition Education Event.

Furthermore this year this year there has been collaborative efforts and achievements made within the Stoneham community. The Boys and Girls Club met with the Community Addiction Coordinator upon the topic of transportation needs. The Boys and Girls Club has offered to provide transportation to teens to the appropriate level of care for teens suffering from a Substance Use Disorder. Appropriate levels of care are located at the Catalyst program at Boston Medical Center in Boston, Motivated for Youth in Recovery (MYR) in Worcester and the Castle Program in Brockton. It has been found that parents in Stoneham lack transportation and therefore these adolescents are not being admitted to these programs. This collaborative effort will remove this barrier and meet these needs.

Moreover this year the Stoneham Police and the Community Addiction Coordinator have worked on a communication form between the hospital and police on mental health and substance use issues. The Jail Diversion Clinician from the Billerica/ Methuen/ Tewksbury Police Department came to the Police Department and presented to them on a similar form. This form then was proposed to Elliot Community Services and Melrose/Wakefield Hospital in January about implementing it within the hospital.

Two grants were submitted this year: the Community Health Grant and Boston Mutual One Making a Difference Grant. The Community Health Grant from Lahey Health was applied to with efforts focusing on teaching mindfulness and meditation as well as focusing on aftercare efforts for Stoneham teens. In addition the Boston Mutual One Foundation Making and Impact Grant was received and given to "Improbable Players" for a community play.

Lastly a great community effort at the High School was made by the teens in the Youth Coalition. Megan Samborski the Youth Coordinator suggested that the teens have a community service event. Stoneham's Youth Coalition in Town made beautiful holiday bags filled with much needed items for those in need for the Post Overdose Program. The teens at Stoneham High School put together the bags and wrote wonderful inspirational quotes.

Community Events and Team Pictures:



Opiate Task Force Team: Members: Elsbeth Simoni LADACI Community Addiction Coordinator Town of Stoneham, Samantha Reif LCSW Health & Recovery Coordinator Wilmington Police Department, Sobhan Namvar Andover Police Department LICSW Community Support Coordinator , Patricia Contente LICSW Community Outreach, Help & Recovery Outreach.



Drop in Night Resource Night: Volunteers and representations from the Salvation Army, Riverside Community Care, Department of Mental Health, Restore Meditation, Serenity at Summit, The Phoenix, Grandparents Raising Grandchildren, Cambridge Needle Exchange, and Adcare.



Recovery Yoga Event: On August 21st the community gathered for a Yoga on the Green Recovery Event. This yoga style was geared towards mindfulness and the 12 steps in Recovery. It also was a guided meditation as well with gentle breathing.

Left to right: Eleana Conway Owner of Restore Meditation, Judy Bousquin Teacher of Yoga, Reiki and Meditation Owner of Healing and Renewal, Jodi Santosuosso Nurse Practitioner and Certified Yoga Teacher, Elle Simoni Community Addiction Coordinator.

CONSERVATION COMMISSION

The primary responsibility of the Stoneham Conservation Commission is to protect and preserve the natural resources and open space of the town including all wetlands through acquisition, management, education, regulations and enforcement. The Commission acts as a liaison between residents and local, state and federal government agencies in protecting the town's natural resources.

The Conservation Commission's powers and responsibilities are derived from several different sources. Land acquisition and protection derive from the original Conservation Commission Act of 1957, Article 97 of the Massachusetts State Constitution, which gives special protection to municipal lands voted to conservation, and G.L. Ch. 184, which allows the creation of permanent restrictions on land. Regulation of work in and near wetlands derives from the state Wetlands Protection Act of 1972 and from local bylaws and regulations or ordinances authorized under Article 89 of the State Constitution. Other local bylaws, regulations and ordinances and state laws give Commission's authority over additional matters such as erosion, groundwater or earth removal.

- Massachusetts Constitution (Articles 89 and 97)
- Conservation Commission Act (G.L. Ch. 40 §8C)
- Wetlands Protection Act (G. L. Ch. 131 §40)
- Municipal General (Non-Zoning) Wetlands Bylaws/Ordinances
- Community Preservation Act (G.L. Ch. 44B)
- Consultant Fee Provisions (GL. Ch. 44 §53G)
- Conservation Restriction Act (GL. Ch. 184 §§31-33)
- Other Bylaws/Ordinances and Statute

The Stoneham Conservation Commission oversees, in partnership with the Whip Hill Trust and the Town of Stoneham, the management of Whip Hill Park. The park is open year round to the public nature walks. Whip Hill Manor accommodates Conservation Commission meetings and civic group functions which promote conservation related activities and projects throughout the year.

Members in 2018 included Co-chairs Robert Parsons and Ellen McBride, Norman L'Esperance, Megan Day, Alexander Rozycki and Domenick Cimina. Members are volunteers appointed by the Board of Selectmen for three year terms. Staff to the Conservation Commission includes Sr. Office Assistant Catherine Rooney, Office Assistant Jennifer DeCourcy, and Mr. James Previte, Manager of Whip Hill Park, Conservation Commission Inspector and Tree Warden for the Town. The Commission has retained the services of Jonathan Witten, Attorney; Ingeborg Hegemann, Senior Vice President, BSC Group; and Robert Griffin, Environmental Specialist Consultant of Griffin Engineering, to provide particular expertise to issues that arise throughout the year.

During the 2018 calendar year the Conservation Commission held 17 meetings, 1 executive session, reviewed 2 Notice of Intents, issued 5 Orders of Conditions, issued 6 Certificates of Compliance, had 1 Abbreviated Notice of Resource Area Delineation, had 84 Site Visits and 8 Determinations of Applicability were reviewed.

COUNCIL ON AGING

The Council on Aging

The mission of the Stoneham Council on Aging is to provide outstanding services with kindness, respect and dignity and to offer outreach services for social, nutritional, medical issues and other unmet needs of Stoneham Seniors.

The Council on Aging is a municipal department of the Town of Stoneham, permitted under Ch. 40, s8B, of the Massachusetts General Laws. The Council on Aging is Stoneham's only public social service agency. Please visit us online at: www.stonehamseniorcenter.org/; or to pick up a copy of *The Stoneham Sentinel* at the Center or at retail locations around town. At your convenience, you will be able to explore the changing services and opportunities now being offered by the Center.

The Council on Aging's Board of Directors role is primarily advisory. We provide assistance, consultation, information and support to Maureen Canova, our Director, in the execution of her duties. We hold neither a managerial nor supervisory position regarding our Director, Senior Center Staff and Volunteers. The Board does have an advocacy role that recognizes, promotes and supports vital and expanding services for our town's senior citizens.

Please come and visit us on the third Tuesday of each month (except July and December). Our meetings are open to all and are held in the first floor conference room at 3PM at the Stoneham Senior Center. Come in and put the "you" into your Senior Center. We are a lively group. Get involved!

From Our Director

In 2018 there are currently registered **2,377** seniors in this system (as compared to 438 in 2004). This key card system tracks utilization rates at the Senior Center. This translates into roughly a thousand (1,000) seniors a week are participating in program at the Senior Center.

Our programs are also changing to entice and support new interest in the activities we offer and those we envision for the future. We must address the nature of change which is already afoot in the movement of the Boomer population into the senior age group.

Strengthening our connections:

MASS DOT GRANT

Stoneham Senior Center received delivery of the Medical Van from Community Transit Grant in August of 2018. A part-time driver was hired and it is used primarily to get seniors to their medical appointments surrounding towns.

TRIAD

TRIAD is a partnership of three types of organizations; law enforcement, older adults and community groups. Established in 2014, the purpose of this alliance is to pool resources to promote older adult safety thereby reducing the fear of crime experienced by many seniors. Director Maureen Canova and Linda Leis, from the Stoneham Police Domestic Violence Unit, have continued to collaborate with one another and other organizations to strengthen the impact of the TRIAD. Collaborations between Stoneham Housing, Stoneham Police and Fire Departments, Stoneham Alliance Against Violence, the Stoneham Board of Health and Stoneham citizen volunteers, enhance the goals of the TRIAD.

In 2018 there were several presentations with TRIAD. These programs included; Take Back Day—taking back old medication in collaboration with Stoneham Police and the Stoneham Substance Abuse Collation and a forum for Disposing of Medications & Several Fraud programs presented by Stoneham Bank and the District Attorney's Office.

The Stoneham COA, with the Stoneham Fire Department and the Stoneham Board of Health administered the "Safe at Home" program. Several presentations were made at the senior center and other housing locations. Additionally, friendly home visits were made to make sure the homes were safe. A total of 21 visits were made.

We continue to have available the "File of Life" which has been sponsored by the Stoneham Fire Department and distributed at events like Town Day and Wellness Fair and is available at the Center. This packet gives first responders the resident's essential information identifying, doctors, medical issues, and hospitals. This magnetic identification card is designed to be placed on the refrigerator for universal access in case of need

Internships:

The Mass College of Pharmacy clinical intern in nursing provided programs at the Center while advancing her training. Mass College of Pharmacy collaborated with the Substance Abuse Collation to pull together the Take Back Day. Salem State University School of social work student assisted with the development of new programs by researching and identifying unmet needs. New programs were implemented to address safety protocols for transportation services, connect with homebound seniors during the holidays, and assist seniors with Food Stamp Applications (SNAP).

Stoneham Housing Authority:

In continuing our association with senior housing, we continue to collaborate with staff to bring programming and services to residents as staff see fit. Our efforts to support the senior housing community and staff including making our van available to all senior residents extending an invitation to programs offered at the senior center.

Student to Senior program

The student to senior program continues to be very popular. High school students interview our experienced citizens, who are eager to share their experiences and wisdom. Students in Brianna Nims Henderson's SHS creative writing class administer these interviews. A picture and write up are printed in the Stoneham Independent. Ed Rosa has been kind enough to keep this program going and work with the students.

Memory Café Support Group

We have continued the Memory Café Support Group at Fusilli's restaurant facilitated by outreach worker Mary Zatta. Mary aspires to create a welcoming & warm environment for caregivers and their loved ones with dementia. This event is supported by many local businesses. Memory Café Support groups take place the first Monday of each month and are open to all.

Ongoing Programs:

Programs such as Fall Prevention, A Matter of Balance and Diabetes self-management are just a few of the evidence based programs that we continue with MVES. Our Tai Chi for Arthritis program addresses gentle movements to relieve pain while gaining strength, balance and flexibility. Chair yoga offers strengthening and centered stretching exercise for people of all abilities and has tripled in attendance over the year. Zumba and Aerobics classes are refreshing breakaways from the everyday routine. Mindfulness techniques

offer re-centering practices to draw us back from the hectic events of life. Strength and Balance and Line dancing round out the offerings.

We are able to keep these well attended exercise classes at a low cost due to the generous support from Stoneham Bank, Stop and Shop, Salem 5, Lahey Health, and Eastern Bank.

The Senior Center's Walking group continues to grow and is sponsored by Stoneham ME Federal Credit Union. The group meets every Wednesday morning at 8:30 am at the senior center.

The Men's breakfast offered twice a month continues to be a popular program enjoyed by over 20 seniors. The Men's exercise class continues to increase in attendance as well.

We continue to provide a number of art programs, many free of charge, thanks to the wonderful support of the MELD Foundation of Stoneham. (This supports that 2 choral groups, Art classes, ART matters presentation and entertainment during lunch in the summer.)

The Rotary Club of Stoneham:

Stoneham Rotary continues to bring a grand feast and celebration in honor of our volunteers each year (volunteer appreciation luncheon) and we enjoy and appreciate this wonderful acknowledgement of all their efforts.

Stoneham Bank:

We are always grateful to the Stoneham Bank for their generosity and time. We collaborated with them and continue to work with them on the Money Smart program.

Volunteers:

We continue to see a remarkable growth in the number of people who come to the Senior Center to give of their time. We currently have six people volunteering to drive people to medical appointments at surrounding medical offices and hospitals. This generosity has made it possible for our scheduling window to become much more responsive to time needs. It has also enabled us to use the van more effectively for other purposes. The volunteer reading program established by MVES is now in all of the elementary schools in Stoneham and promoted by the Senior Center has met with a wonderful response by over fifty-five citizens. Bridging the gap of knowledge, experience and comfort with language contributes more intergenerational exposure and ease for children and adults alike to carry into their everyday life. We also have 73 volunteers who assist in an array of programs such as special events, barn sales, and newsletter distribution.

Socks for Seniors

For the Fifth year in a row the Stoneham Senior Center spearheaded this collaborative effort. (Stoneham High School and Central Middle School, Town Clerk's office and Stoneham Police and Fire department) the goal is to provide all seniors in need, shut-ins, nursing home residents & elderly housing residents with a gift of socks for the holidays.

The COA, along with members of Stoneham Volunteers group delivered socks to elderly residents in need here in Stoneham including the Stoneham Housing Authority, Meals on Wheels, Bear Hill nursing Home, Arnold house, Fuller House, The Arbors and Stoneham Food Pantry and Mount view Apartments . When we first started in **2014**, over **150** pairs of socks were collected and distributed. In **2018** we collected over **700** pairs of socks for distributed.

Public Service Offerings:

The Senior Center continues to offer a multitude of public service programs for the residents of Stoneham. A Fall Flu Clinic – through the Stoneham Board of Health, File of Life through TRIAD and the Stoneham Fire Department, SHINE Counseling (Serving Health Information Needs of Everyone) year-round confidential, unbiased professionally trained and certified volunteer counselors from Mystic Valley Elder Services (MVES) providing assistance with information, questions, problems and issues concerning Medicare, health and prescription services and tax preparation services offered by AARP. Also, the Veterans Service officer is conveniently located at the Center. Elder Law Attorney Susan Mooney, had monthly office hours for residents that are in need of her services. Members of the Town of Stoneham Board of Selectman have office hours, as well as our State legislators, have office hours at the center.

Age Friendly Community

The AARP Network of Age-Friendly Communities is an affiliate of the World Health Organization's Age-Friendly Cities and Communities Program, an international effort launched in 2006 to help cities prepare for rapid population aging and the parallel trend of urbanization. In 2018 Stoneham was designated as an Age Friendly community. The first step in this process, a needs survey, was created and sent to over 500 residents. Information from this survey will be analyzed and programs will be established in accordance with the assessment's findings.

Dementia Friendly Community

Dementia Friendly Massachusetts is state-wide, grassroots movement comprised of organizations, individuals, and municipalities growing dementia friendly communities to become more inclusive and supportive of those living with dementia, their families, and care partners. Stoneham has been designated a Dementia Friendly Community by the Massachusetts Councils on Aging.

Savvy Caregiver Support Workshop/Group

The Savvy Caregiver is a training program for caregivers who care for someone with Alzheimer's or related dementias. It assists family members (or friends) in their new role as caregiver, a role for which they may be unprepared. The program builds information and knowledge about the illness, helps to develop skills to manage daily life, and creates an outlet to share challenges and experiences with others. Savvy Caregiver helps to foster a different attitude towards caregiving, resulting in less stress and more contentment for all involved. This workshop was recently offered at Stoneham Senior Center in collaboration with Mystic Valley Elder Services. As a result of the response from this training, the center now offers a caregiver support group in collaboration with Mystic Valley Elder Services twice a month at the senior center.

The Senior Center Friends of Stoneham, Inc.

The Friends is an all-volunteer, 501(c)(3) federal and state non-profit organization begun in 2010 for the purpose of providing services and activities that enhance the dignity of seniors, support their independence, and encourage their involvement. The Friends help meet the unfunded needs of the Stoneham Senior Center who offer a wide and broadening spectrum of programs to assist, educate, engage and entertain our community's senior citizens.

Friends' funds go to help devise and balance the full scope of our monthly entertainment activities and educational programs.

A subcommittee of volunteers oversees the Barn Sale, our giant indoor yard sale, which operates the beginning of May through the beginning of October. This Friends project continues to be an outstanding attraction for the Center and draws many interested treasure hunters. Thanks to the generosity of local businesses and the many volunteers, the Senior Center Friends have helped underwrite many programs and events that would otherwise be unavailable, such as technology workshops, health and wellness presentations, entertainment and other educational programs.

Please feel welcome to bolster the Senior Center by participating in Friends programs. Any and all contributions to the Friends group are tax-deductible. We thank all our kind contributors for their outstanding support of the Stoneham Senior Center and all our senior citizens.

Tax Exemptions

In collaboration with the town assessor's office the council on aging successfully advocated for a change in the tax deferral program (41A). The change increased the income level so that more seniors could qualify for the deferral. The change was voted on and supported at Town meeting.

Closing Statement

We have enjoyed another fulfilling year of growth and transition at the Senior Center. We stand committed to meeting the changing needs of all our senior citizens. We will always rely upon community input and our vision. We thank each and every one of you who have organized or attended an event, helped out at the Center, spoken up for us at Town Meetings, donated to the center, had lunch with us or just provided support in your own private way. We would be overwhelmed by our tasks without your personal involvement. With your consistent and generous backing, we will continue to aspire to meet the future needs and challenges of seniors in the Stoneham community.

FARMERS MARKET COMMITTEE

In 2015, the Town of Stoneham re-introduced the Stoneham Farmers Market to the community. In order to do so, the Board of Selectmen established the *Stoneham Farmers Market Committee*. This committee was tasked with assisting the Board of Selectmen and the Town Administrator to establish, commence and operate by and through the Town or an entity designated by the Board of Selectmen, a farmers market in Stoneham. Seven members are appointed to the Committee by the Board of Selectmen.

The 2018 Farmers Market Committee Members included:

Julie Boussy, Chair
Lauren Murphy, Co-Chair & Secretary
Karen Kelly, Treasurer
Kathryn FitzGerald
Tammy Golson

MISSION STATEMENT

The Stoneham Farmers Market's mission is to make accessible top quality local produce and farm products, and other local vendor products to the residents of Stoneham and surrounding towns. We strive to showcase the community programs and local organizations within Stoneham, and encourage the values of healthy eating and active lifestyles through children's activities and music. By gathering on the town common each week of the market, the Stoneham Farmers Market consistently works towards fostering a sense of community.

YEAR FOUR

We were so happy to be back for a fourth year of the Farmers Market in Stoneham, held on the Common each Thursday from May to October. We had many returning vendors and some wonderful new ones. Our focus continued to be providing a variety of vendors and attracting community participation. Each week we had a children's activity, local musician and a community table along with fresh produce, meat, pasta, teas, bread, and bakery items. Locating the market on Town Common provided accessibility to all and great use of our common, community space. We are grateful for the Town's support and happy our selected day and time once again complemented the popular Stoneham Summer Concert Series.

Our goal to support local and neighboring farmers and businesses while making local products accessible to our community was again far exceeded. We were able to showcase a variety of produce and other well curated creations each week. We also provided a variety of activities and music during the market promoting local musicians, which ultimately drew added attention to all that Stoneham-area businesses and organizations have to offer.

VENDORS

The Stoneham Farmers Market Committee reached out to local farms and vendors to ensure a wide variety of offerings at the market. A top requirement included that the products being sold were local. 100% local is defined as "Massachusetts and any contiguous state. Products shall be 100% vendor grown and produced meaning that all products offered for sale by the vendor must be grown and produced by that vendor or other local/affiliated farm, and not by a supply farmer or from any other source." We are proud of the quality and variety of the vendors we brought to market in 2018. We would also like to acknowledge the generosity of Gaouette Farm, Purple Carrot Bread Company, Roma's Bakery, Carolyn's Farm Kitchen, Top Shelf Cookies and End Bakery for donating unsold items to the Stoneham Food Pantry.

The 2018 list of vendors:

3rd Alarm Wood Fired Pizza

Aaron's Taco Cartel

Aaronap Cellars

Arrowhead

Bagel Land

Black Earth Compost

Carolyn's Farm Kitchen

Deano's Pasta

End Bakery

Honey Pot Maple Farm

Jennifer's Soaps

Little Brook Farm
Mann's Garden Center
Patty Ray Vibrational Remedy
Patty's Guacamole
Purple Carrot Bread
Red Heat Tavern
Roma's Bakery
Sugar River Farm
Top Shelf Cookie
Ugly Baby Soap

COMMUNITY ORGANIZATIONS

The Stoneham Farmers Market is a great way to demonstrate the wonderful sense of community in Stoneham. Organizations in Stoneham were offered a dedicated table at the market to promote their cause. Participants offered activities that are informative and interactive for market customers and children.

The 2018 list of participating community organizations:

Arts & Crafts Society
Boys and Girls Club
Fire Explorers
Friends of the Fells
Friends of the Library
Fuller House
Garden Club
Greenway Committee
Light It Up Blue
Relay for Life
SAAV
Senior Center
Stoneham Volunteers
Stoneham CDC
Stoneham Schools PTO
Substance Abuse Coalition
Veteran's Day Road Race
YMCA

MUSICIANS

In an effort to bring joy and excitement to the market, the Stoneham Farmers Market Committee commissioned musicians to play during the market. Musicians were paid a minimal fee to perform; however, Stoneham's own Ed Grammer offered his services for free, for which we were grateful.

The 2018 list of participating musicians:

Ed Grammer
Eight Thumbs
Henry McIntyre
John Loretz
John Waterman
Julie Doherty
Kenny Selcer
Lindsay Straw
Luke DeRoy
Molly Pinto
Recess
Scott Damgaard

ACTIVITIES

The Stoneham Farmers Market understands the importance to giving back to the community and fostering creativity in children. Each week, there was an interactive activity for children to enjoy at the market. A great big thank you again this year goes to Steve Angelo from Stoneham Recreation for supplying many weeks of free activities for the children (and adults) of Stoneham and to the Energy Barre for providing free yoga sessions each week.

The 2018 list of activities:

Alissa Coates
Curious Creatures
Energy Barre
Joe the Storyteller
Kidzfun
MPA Spanish Preschool
Pedro's Judo
Stone Zoo
Stoneham Public Library
Stoneham Recreation
Wiggles and Giggles

ARTISTS

The Town of Stoneham is fortunate to have local artists willing to share their work and crafts at the market. Adding this type of vendor further supports a sense of community and pride. A special thanks to Howard Porter for designing the Stoneham Farmers Market logo, which graces all of our promotional items and literature.

The 2018 list of participating artists:

Beads by Barbara
Carolyn Smith
Catherine Jacavano
Eccentric Abyss
Fringe on Main
Howie Porter
Jean Gargano
Sandy Kirby
Tamara Lord

SPONSORS

The Stoneham Farmers Market could not survive without support from the businesses in the community. The generosity of these businesses confirms the commitment they have to the Town and its residents. Supporting the market enables both children and adults in our town to enjoy music, crafts and access to farm-fresh products while enjoying the gem of our town, the Town Common. The Stoneham Farmers Market Committee offered three levels of sponsorship in 2018: Harvest (lead sponsor) for \$1,000, Sprout for \$500 and Seed for \$100. These donations enabled the market to offer crafts and music and funded other administrative and operating expenses.

The 2018 list of sponsors:

Harvest:

Nutrition and Whole Health Solutions
StonehamBank

Seeds:

AFC Urgent Care
Ameriprise Financial
Boston Solar
Committee to Elect Shelly MacNeill
MAVE Apartments
Re/Max Andrew Realty Services
Salem Five
Stoneham Assisted Living

Stoneham Motor Company

Stoneham Pediatric Dental Associates, PC

Other Donations:

Clear Channel – Billboard Advertising

VOLUNTEERS

In a true sense of community, many Stoneham residents and others step up and help make these incredible community opportunities happen. It takes many hands to set up and take down the market each week. Our vendors were greatly appreciative of the help we provided each week. We would like to recognize and thank our volunteers who help make the farmers market successful this past year.

The 2018 list of volunteers:

Tom Boussy

Stephen Kelly

Anthony Sinagra

WINTER MARKET

The Stoneham Farmers Market hosted our third annual indoor market on Saturday, November 17, 2018 to provide the residents of the Town of Stoneham and surrounding communities with an opportunity to purchase produce, dairy, pasta, meats, fish, bread and pastries for the upcoming holiday season. It also provided local artisans with an opportunity to sell their wares as the gift-giving season approached. Music was provided by Lindsay Straw and Julie Dougherty. Stoneham Farmers Market provided a face painter for children; we also collected donations for the Stoneham Food Pantry. The Board of Health was on hand offering flu shots. The day exceeded expectations and a wonderful time was had by all.

The following vendors participated in the winter market:

Allison Doody (Fringe on Main)

Amir Sedhom

Carolyn's Farm Kitchen

Jean Gargano

Jennifer Hofmann (Jennifer's Soaps)

Kelly Zamarian

Pesh International

Purple Carrot Bread Co

Sandra Kirby

Sugar River Farm LLC

Tea is the Way

Top Shelf Cookies

2018 FINANCIALS

2018 Farmers Market

Income:

Sponsors	\$3,100.00
Vendors	\$4,445.00
Total:	<u>\$7,645.00</u>

Expenses:

Musicians	\$1,200.00
Children's activities	\$1,110.00
Advertising (print ads)	\$2,723.67
Marketing	\$1,623.83
Supplies	\$ 603.33
Total:	<u>\$7,260.83</u>
2018 Balance:	<u>\$ 384.17</u>

2018 Winter Market

<i>Income:</i>	\$ 180.00
<i>Expenses:</i>	\$ 1,159.93
<i>Profit/Loss:</i>	<u>(\$ 979.93)</u>

2018 BALANCE: **(\$ 595.76)**

Prepared by: Karen Kelly, Stoneham Farmers Market Treasurer 12.31.18

FINANCE AND ADVISORY BOARD

The Finance & Advisory Board is an independent committee comprised of 11 residents who are appointed by the Town Moderator. Its primary role is to analyze the town's operating and capital expenditures and revenue sources and make recommendations to Town Meeting. To do this the board works with the Town Accountant, the Town Administrator, the Superintendent of Schools, the Select Board and all town departments to review the budget in detail.

Fiscal year 2019 has again been a year of change for the board, with significant turnover and 5 new members starting between June 2018 and January 2019. The current Finance & Advisory Board members are:

- Susan Lippman
- Christopher Waszak
- Wendy Smith
- Cory Mashburn
- Jeremy Doyle
- Heidi Bilbo – Vice Chair
- Ed Hurley
- Domenico Martignetti
- Andrew Harmon
- Tim Waitkevitch – Chairman
- Devin Desmarais

Some accomplishments from FY '19:

- Successfully integrated the Board following major turnover in FY 2018.

- Five members attended training given by the Association of Town Finance Committees through the Massachusetts Municipal Association.
- Tri-Board meetings have been held on a regular basis with the Select Board, School Committee and Finance & Advisory Board. This has enabled more communication across the committees and a more efficient budget process with departments attending one meeting to review their budget requests.
- Designated liaisons to other town boards and committees to improve insight and communication across all areas.
- Assigned town departments to all FAB members to enable greater awareness into their current concerns, long-term goals and short-term budget requests.
- Designated board member to Long Range Planning Committee.
- Continued to work with other boards and town managers to improve long-term financial planning.
- Reviewed the Pavement Management Study to enable discussion of financial commitment required for appropriate maintenance of our roadways.
- Created a subcommittee to advocate for stronger internal controls and accountability including adoption of best practices.
- Board member participated in the Town Administrator Screening Committee, reviewing resumes, interviewing candidates and making final recommendations to the Select Board.
- Nominated board member to the School Building Committee.
- Reviewed warrant articles and made recommendations for October Town Meeting.
- Started reviewing data analysis opportunities for budget presentation and long-term analysis of fiscal trends.

Goals for FY '20:

- Work toward a fiscally responsible approach to achieving the goal of a new high school.
- Review and make recommendations on Long Term Fiscal Policy.
- Identify financial metrics the board would want to track on a regular basis, including enterprise funds, etc.
- Finalize a formula for the use of Free Cash to recommend to the Select Board.
- Review enterprise fund accounting to ensure that shortfalls such as those found in the current Water & Sewer fund do not reoccur.
- Increase participation in the Association of Town Finance Committees training opportunities to continue the development of skills and competencies on the board.
- Create FAB tools and resources to improve the on-boarding of future board members.

Finance & Advisory Board meetings are generally held the first Monday of each month, with more frequent meetings scheduled during the budgetary review cycle and ahead of Town Meetings. Meetings are open to the public and all are encouraged to attend or watch on Stoneham TV. Meeting dates, agendas and minutes are posted on the town website.

Submitted by: Heidi Bilbo, Vice-Chairman

HISTORICAL COMMISSION

Who We Are

Our Historical Commission was established forty-one years ago by the Town's Select Board under Massachusetts General Law (Chapter 40, Section 8D). Our mission is to preserve, protect and develop historical and archaeological assets that are significant to the Town.

Seven members are appointed by the Select Board to three year terms. At the end of this year we had six members: Hillary Fotino, Susan Larson, Mindy Pontone, Joan Quigley, Treasurer, Marcia M. Wengen, Co-Chair & Secretary; Dolly Wilson, Co-Chair but no Alternates members. We had one vacant seat. Meetings are held monthly. Usually we take July and August as vacation but this was a busy year with a new adventure celebrating the Town's historic theatre pipe organ.

Mighty Wurlitzer Organ Concert

Friday evening October 5 saw the Town Hall Auditorium turned into a concert hall graced by noted theatre pipe organist Clark Wilson from Ohio. He performed his original score to the 1929 reissue of the silent movie "Phantom of the Opera" on the Town's newly refurbished 1930 Mighty Wurlitzer theatre pipe organ. Despite other local events, this performance was well attended by some 400 enthusiastic audience members. "Not what I expected, but such fun" was heard for several weeks after the event.

This was a learning experience for the Historical Commission members and we could not have done it without the support of the Stoneham Organ Society/Eastern Massachusetts Chapter of the American Theatre Organ Society (EMCATOS) and the Stoneham Community Development Corporation, Inc. Lead sponsors MELD and StonehamBank were incredibly supportive. We are so grateful to Amy Brough-Palmerino, Executive Director of Stoneham TV for recording the event live and to the Department of Public Works for solving our seating and lighting issues. “Stoneham Volunteers” provided hands-on support that evening. And local organizations who offered in-kind or monetary donations included Stop & Shop for refreshments, The UPS Store for printed programs, Eastern Bank with a grant, St. Patrick Parish for parking space and lovely flower arrangements from the Stoneham Garden Club. Mark Haggerty was especially generous with free advertising and interesting stories in the *Stoneham Independent*.

The 90-year-old Wurlitzer theatre organ in Stoneham Town Hall has almost 1,000 pipes plus numerous percussions, including drums, cymbals, xylophone, castanets, one car horn and a doorbell. Of the over 10,000 theatre pipe organs ever built, less than 500 still exist. Our organ, featured on the National Register of Historic Instruments, is the only theatre organ in a town hall in America. Wurlitzer custom built it for Boston’s WNAC radio in 1930 from two other organs. When they sold it a decade later, Ralph Patch of the E. L. Patch Company in Stoneham bought and donated it to the Town.

Ten years ago, with the Stoneham Wurlitzer badly in need of an overhaul, several local organ enthusiasts, led by Town Organist Bruce Netten, formed the Stoneham Organ Society to restore the organ to its former glory. Most of the work was down by organ technician John Phipps. A perfectionist, Phipps has spent 10 years working to restore the old Wurlitzer. Along with some grants from the town and the Commonwealth, most of the funding for the restoration has come from Bruce Netten and the Eastern Mass Chapter of the American Theater Organ Society (EMCATOS). It was the first local chapter of ATOS and for over 20 years its “home organ” was the Stoneham Wurlitzer. Work was completed this spring with a special tuning and tonal finishing by Clark Wilson, John Phipps, Don Phipps and others, bringing the organ back to glorious sound.

Historic Preservation Month

Heritage Award ~ This year’s award was presented to life-long resident Kevin C. McLaughlin whose nomination was advocated by the Historical Society for all his work to successfully renovate their Museum (STN.96), originally a factory for making paper wrappers for medicines and later the headquarters of the Spanish American War Veterans.

Joint Meeting Lecture ~ This annual event at the Historical Society and Museum was a real treat. Many thanks to award-winning author Ellen Alden, who discovered 19 Civil War letters in her attic from her Irish immigrant great-great grandfather. He wrote these poignant letters to his wife and children back home in West Springfield, MA. Reading them prompted Ellen to do extensive research that revealed the extraordinary story of her first generation immigrant ancestors.

Scavenger Hunt ~ Hillary Fotino prepared two age-appropriate scavenger hunt documents; trivia questions for adults and detail photos for children. Both required walking around and really looking for Stoneham’s history. We are grateful to Steve Angelo, Director of the Recreation Department, for helping the families have fun playing lawn games on the Town Common. Next year Hillary is planning to add old-fashioned games that children in earlier centuries would have played. We were so pleased at the increased turnout for year two of this fun event.

Great Stories from Franklin Street ~ Historian Dee Morris spoke on Franklin Street, the most direct route between Stoneham and Melrose. It also served as an important component of a stage line connecting Reading and Boston in 1833, thus allowing residents a reliable way to travel to the city. But Franklin Street is much more. It is now home to an 1842 residence dramatically rescued from demolition. Its roll call of “who was who” included business leaders, workers in shoe factories and a clairvoyant physician. Professor Queen, a necromancer (magician), owned a lovely estate there. Thank you to the Friends of the Library for sponsoring Stoneham’s “hidden in plain sight” history.

Old Burying Ground ~ Narrated tours were scheduled in May and October (in conjunction with the Halloween Stroll), but both were rained out. On Sunday June 3, 21 interested taphophiles (graveyard enthusiasts) arrived for the 1:15 pm and 2:15 pm tours led by Joan Quigley and Dolly Wilson. The weather was cool and windy. We plan to schedule reenactors for May of 2019.

Historic Properties ~ a number of assets required our attention or were worthy of mention:

Dairy Dome (STN.26) ~ The Historical Commission was saddened at the demolition of the iconic Dairy Dome (originally a Colonial Beacon Gas Station) at 474 Main St (renumbered to 472 at a Planning Board meeting) on Tuesday December 18. David Piscatelli, a North Reading developer, purchased the 96-year-old structure for \$675,000 in April and will replace it with four condominiums in the

spring of 2019. He agreed to allow us to erect an “on this site” sign to celebrate the various occupants of the “Dome”. The building will remain on the National Register of Historic Places but listed as demolished. We are grateful to Doug Kelleher from Epsilon Associates in Maynard MA for educating us on how Preservation Tax Credits could be used for rehabilitating the building. Sadly, there were no interested parties.

All Saints Episcopal Church at 79 Central Street ~ The church was formed in November 1907 as a mission of the Parish of the Epiphany, Winchester, MA. The Parish purchased a house on Central Street in Stoneham, MA, renovated and expanded it several times before dedicating the newest sanctuary in 1964, according to the history written by Sandra Conlon for the 100th Anniversary celebrated in 2007. The church officially closed on Sunday January 7, 2018. While neither building is listed on the State or National Register they are both icons in the community.

First Congregational Church (STN.39) at 330 Main Street/ One Church Street ~ The Commission commented on the February AT&T proposal to install cell antennas in the main church steeple and a GPS unit in the small steeple on the Purpose School building. A building permit was issued on April 30th.

Montvale Plaza ~ 54 Montvale Ave. - Its origins date to 1968 when Dorchester wedding photographer Mario Ciroli, “was inspired to create an elegant, affordable, and luxurious reception hall that catered to Brides on their wedding day”, according to his daughter Marleen Ciroli. In 1993 the banner across the front of the Plaza read “Dinner Theatre/Supper Club Broadway at Your Table”. Marty Murphy, a well-liked business owner, who had opened his catering business in 1987, bought the Plaza building 1998. For twenty years Marty wine, dined and entertained us and so many happy customers from local environs at weddings, business conferences, holiday luncheons, comedy hours, and fundraising events, just to name a few. This iconic building is not listed on the State or National Register of Historic Places but was nevertheless a well-known destination. It was demolished in November to make way for a 4-story structure to be erected by Quincy-based Jumbo Self Storage.

Whip Hill Estate ~ The Whip Hill estate was built in the 1930's by James and Angie Crockett and was used as a family residence until 1968 when it was presented to the Town of Stoneham by Mrs. Crockett as a memorial to her late husband. This 30-acre estate is a remarkable natural resource. Thank you to the Ellen McBride and Megan Day of the Conservation Commission for brainstorming with us on an event to celebrate the 50th anniversary of this gift. We hope to explore the project again in 2019.

North Elementary School ~ This is a 1939 elementary school adaptively reused as 11 condominiums. Dolly Wilson worked with Town Counsel to provide an appropriate response to a local attorney who requested to know if North School was considered a historical building. It was never listed on the State or National Register of Historic Places because it did not meet the 50-year-old criteria. Nevertheless, the Historical Commission encouraged adaptive reuse (rather than demolition) given the Works Progress (WPA) funding as well as the design and construction by a significant Boston architectural firm (Kilham, Hopkins & Greeley) and local developer (Volpe & Grande). Governor Volpe went on to serve in the Nixon administration and as Ambassador to Italy.

Old Burying Ground (OBG)

Phase One of a multi-year project continued based on the 2012 Master Preservation Plan for the 1726 Old Burying Ground. However, our application to the Methuen (MA) Festival of Trees (FOT) Historic Preservation Grant Program for a second \$10,000 grant was rejected because of too many other worthy applicants.

Funding for the 2018 project came from two sources: the May 1, 2018th Town Meeting at which the Historical Commission was granted \$25,000 for gravestone conservation from the Capital Equipment Committee's recommendations; the balance of the October 1, 2017 Town Meeting award of \$14,772.50 (\$24,000 less \$9,227.50 for OBG tree removal in November 2017) .

Our Request for Quotes for conservation of 81 gravestones was sent to three conservators. Two never responded. The third explained to the Town Administrator via email that she was booked until late 2019. The interim Town Administrator helped us negotiate with Town Counsel for another round of Requests but it was too late for work to be started in 2018. We will look to the summers of 2019 and 2020 to schedule this project.

Thomas Younger, Town Administrator agreed on June 8 that we ask the 2017 conservator (Sculpture and Decorative Arts Conservation) for a quote to finish the two gravestones for which there were insufficient funds in 2017 (Hannah Gould and Sarah Hay) . She never provided an estimate. These two gravestones are not part of the request for 81, as it made sense to have her finish what she started.

Sharing Our Message

In person & on Social Media

Armistice Day Centenary on November 11, 2018 ~ Biographies of 17 Stoneham soldiers, who lost their lives in WWI either in battle or to the dreaded Influenza Pandemic, were documented by Dolly Wilson. Her Facebook Album is available on-line at the Stoneham Historical Commission and the original documents now hang in Town Hall. Thank you for your countless volunteer hours so these 100-year-old stories could be shared on this important anniversary.

The Historical Commission is undertaking more forays into the social media world. We urge you to “like” us on Facebook and check for updates on activities and town history. (<https://www.facebook.com/StonehamHistComm>) .

Signage

Historic House Marker Program ~ The Commission’s Historic House Marker program increased to forty. The newest markers are for 11 Chestnut, (1873), 28 Chestnut (1888 STN.236), 11 Highland Ave (1885) and 15 Wilson Road (c. 1921). More information is available on the Historical Commission section of the Town website.

Col. J. Parker Gould’s Marker ~ As part of an ongoing effort to recognize Stonehamite and Civil War Col. J. Parker Gould, Dolly Wilson is redesigning a historical marker for Lindenwood Cemetery. The Colonel died in 1864 of wounds acquired during the Battle of Petersburg, VA.

We are grateful to the Director of Planning & Economic Development, Erin Wortman for including Central Square and Nobility Hill Historic District signage in her state awarded wayfinding grant. These free signs will be erected in the spring of 2019.

Other signage added to our “to be researched and designed” category include: “on this site” for the 471 Main Street Elks Lodge 2211 formerly the New England Telephone & Telegraph Exchange building (c1915) that will be demolished in 2019 and for Andrew Carnegie as the donor of funds to erect the 1904 Stoneham Public Library. Also on our list is the Shawmut Motor Company (1905 until it burned in 1908 on Pine Street) for winning the 1909 New York to Seattle Ocean to Ocean Endurance race. Our win was never acknowledged by Henry Ford.

A building does not have to be an important work of architecture to become a first rate landmark. Landmarks are not created by architects. They are fashioned by those who encounter them after they are built. The essential feature of a landmark is not its design, but the place it holds in a city’s memory.

~Herbert Muschamp, architecture critic

Submitted by Marcia M. Wengen, Co-Chair on behalf of the Historical Commission Members. Thank you for your energy and enthusiasm.



Photo courtesy of Dolly Wilson

View from the front row for the 1929 silent film "Phantom of the Opera"

HISTORICAL SOCIETY

Our motto: “Pride In Our Past, Faith in Our Future”

Our Mission: To study the history of the Town of Stoneham; To maintain an historical library & museum;
To collect & preserve articles of historical interest pertaining to the Town; To establish &
Maintain an historic file of documents & books from the 1st settlement of the Town

As we reflect on the happenings in 2018 at the Stoneham Historical Society & Museum three words come to mind: Restoration – Progress- Gratitude. It is difficult to know where to begin. Our organization, SHSM, which was established in 1922, operates as a 501(c) 3 non-profit entity which relies on the participation and dedication of volunteers, members and donors. Through the dedicated efforts of our Executive Board, volunteers and generous donors, we increased our fundraising program to help facilitate the many restoration projects on our Wish List.

In the past year, we were able to have the interior and exterior cleaned and painted, Wi-Fi installed and our vintage Seth Thomas wall clock repaired. Our “Ten Footer”, the iconic shoe house on our property, was restored as it was in serious disrepair. It now stands bright and sturdy on our property as an important reminder of the history of shoe manufacturing in our Town. All these accomplishments were made possible through the generous donors and talented contractors.

Gratitude and progress continued to “grace” our museum with the assistance of the Stoneham Garden Club. Thru their efforts the SHSM was awarded a grant to create a garden comprised of various succulents in the shape of a shoe. This project, under the direction and volunteer efforts of the Garden Club, will begin construction in the Spring of 2019.

However, one of our most desired Wish List items came to fruition, when we met with Boy Scout and Eagle Scout candidate, Christopher Burns of Stoneham Troop 513. He wanted to build a handicap ramp for us with the assistance of his TEAM and Troop for his Eagle Scout project. This would allow access for all individuals who might otherwise not be able to visit our museum. The SHSM worked together with Christopher and his TEAM in fundraising and planning. The ramp was constructed on a very cold weekend in November by Christopher and his TEAM. Words cannot express our gratitude to Christopher and his TEAM for making this a reality.

Our ever popular 3rd Grade Program and field trip to the Museum was revived and re-energized by a few member/volunteers which included some local retired teachers. With the leadership of Cheryl Werlin and her team of volunteers, the third graders in Stoneham were able to participate in a field trip to the museum, once again, as part of their curriculum on the history of their Town. Their enthusiasm was evident.

It always bears reminding readers that all are invited to attend our monthly meetings, become a member or bring a friend to our many events during the year. The following are some of the events that took place in 2018. They are free and open to the general public.

March 11, 2018 “Merry Minstrels “ Concert held at the Senior Center. This talented group of musicians and dancers performed to everyone’s delight.

April 12, 2018 Author Katy Turner Getty- Attorney and author at the Journal of the American Revolution spoke on her publication “Unfriendly to America? The Two Sides of Jacob Rogers” and his connection to Stoneham.

April 28, 2018 Research Your Home Day- the ever- popular event where visitors can explore the history of their home with the assistance of volunteers.

May 4, 2018 “Books in Bloom” Event at the Public Library . Society volunteers, Sue Doucette and Ruth Harandon arranged and displayed an exhibit of vintage shoes and tools used in shoemaking.

May 10, 2018 Author Ellen Alden discussed her book “Florence Faithfully Yours” how lives and families were dramatically altered during the Civil War.

May 16, 2018 Annual Antique Appraisal where visitors brought treasured and unusual items for appraisal by a representative of Kaminski Auctioneers of Beverly. Were they “Junque” or treasure?

June 6, 2018 Donor/Member Appreciation Day. This was a special event by invitation to thank the many generous donors, volunteers and members who so faithfully contributed to the success of the Society during the past year.

June 14, 20018 Connie Evans author of the novel “The Pine Tree Riot”, told how some local events were a precursor to the American Revolution.

September 13, 2018 Actress Sheryl Faye portrayed the coming of age of First Lady, Eleanor Roosevelt. Her performance brought Eleanor “to life” in a unique and moving way. We will not forget her entrance to the Museum as Eleanor.

October 11, 2018 Doug “VB” Goudie, author and radio personality, enthralled us with his book “ A Frost in Hell “ a real life murder mystery in Petersham, Massachusetts. On his return visit to the Society, by popular demand, Doug always holds a captive audience.

October 27, 2018 Annual Open House featured an exhibit displaying artifacts and uniforms from World World I commemorating the Centennial of The Great War. This display was made possible from a collection by member Mike Sallese.

November 8, 2018 Historian and author, Anthony Sammarco , made a return visit to SHSM to discuss “The History of Jordan Marsh” . The evening was accompanied by a “Marshy “ muffin bakeoff. Mr. Sammarco is a frequent and favorite speaker.

December 2, 2018 Holiday celebration and concert at the Senior Center performed by the “Merry Minstrels” on a return visit. This concert was free to the public.

We look ahead with optimism and hope, to continue our Mission. We will celebrate our 100th Anniversary in the year 2022. We invite anyone who has an interest in history or who would like to learn more of our local history, to attend a meeting or event, to join us in the coming year and/or consider becoming a member.

Executive Board Members

President	Donna Weiss	Address	36 William Street
Vice President	Stephen Rotondi		Stoneham, MA. 02180
Secretary	Paulene “ Bee” Russo		
Treasurer	Robert VanTichelt	Website	stonehamhistoricalsociety.org
Executive Director	Melissa Davidson- Kyle	Email	historystoneham@gmail.com
At Large	Joan Quigley	Telephone	(781) 572-3126
At Large	Philip Donovan		

FIRE DEPARTMENT CHIEF MATTHEW GRAFTON 2018

The mission statement of the Stoneham Fire Department is to protect and preserve life, property, and the environment in the community in the most professional, courteous, and efficient manner possible.

To the Residents of Stoneham, Board of Selectmen, and Acting Town Administrator Pettengill:

I would like to give thanks for the opportunity provided to me to head the Stoneham Fire Department. It is an honor bestowed upon myself and my family to be presented with such a great responsibility to lead an organization with such an honorable mission.

Personnel:

Chief

Matthew Grafton*

Secretary

Ann Burnham

Fire Prevention

Captain Al Minotti

Lieutenant Charlie Webber*

Group 1	Group 2	Group 3	Group 4
Captain Matt Rexrode	Captain James Marshall*	Captain Frank Gould*	Captain Acting Rob Dalis*
Lieutenant Mark Chabak	Lieutenant John Galla	Lieutenant Acting Rick Darragh	Lieutenant Mike O'Sullivan*
Firefighters Chris Humber* Matt Mayo Dan Dawson Dan Kelleher* Dean Blauvelt Mike Rourke* Vacant	Firefighters Jim McLaughlin* Dave Eastman* Sean Fitzgerald Jack Sullivan Eric Verhault* Chris Maloney Vacant	Firefighters Scott Greenleaf* Paul Dockery Brent Last Paul Driscoll Tom Decroteau* Will King* Vacant	Firefighters Steve Verhault Paul McIntyre* Mike Labriola Mike Coughlin* Sean Devlin* Steve Buitkus* Miles Plant*

*Indicates Certified EMT

Staffing:

Firefighter Bill McNulty retired on April 30th after 35 years of service, Firefighter Anthony Riggillo retired on May 11th after 17 years of service, and Captain Ed Regan retired on December 13th after 31 years of service. I would like to thank them for their dedicated service to the Town of Stoneham and its residents.

In 2018, the Fire Department was successful in its application of a Staffing of Adequate Fire and Emergency Response Grant. The grant is for the hiring of 4 additional firefighters to the department complement. This grant known as the SAFER grant is through FEMA and the Department of Homeland Security. The purpose of the grant is to help communities staff their Fire Department and to help meet NFPA 1710 which is the *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*. This grant pays for 75% of salary and benefits for two years, and 35% for the third year. The grant is designed to help cities and towns staff their fire departments while not having the full burden of the costs up front.

The Stoneham Fire Department currently operates 24/7 with four groups of nine firefighters. The department is budgeted to allow two firefighter positions to go unfilled each day due to vacation, sick, injury, military, and other obligations leaving the shifts at 7 firefighters. With the acceptance of the SAFER grant the department will now run four groups of 10 with a minimum staffing of 8 firefighters. This staffing level allows the department to always have the Ladder truck and two Engine companies in service, similar to all of Stoneham's comparable surrounding communities. This new level of staffing is critical with the state acceptance of OSHA beginning February 2019. OSHA requires a "2 In 2 Out" rule, which basically means that until there are a minimum of 5 firefighters on scene interior firefighting cannot be accomplished. When there are a total of two fire companies in service, with over 4,000 calls per year there is a chance that one company will be committed to another emergency. By having three companies in service, interior firefighting can still be initiated with one company not at the scene.

Training:

MetroFire District 13 which is the mutual aid district that Stoneham belongs to, implemented an Active Shooter/Hostile Event Response Policy. The policy is designed to provide an interagency minimum standard for ASHER response. The purpose of this policy is to ensure that Police and Fire Departments follow the same guidelines in all MetroBoston when responding to these events. Therefore, if Stoneham calls for or sends mutual aid to any community in our mutual aid district, all mutual aid companies will be interoperable.

In 2018 the Stoneham Fire Department was able to purchase 10 bullet proof vests and helmets for ASHER events. Stoneham Fire has completed training on Active Shooter response, rescue task force, unified command, and tactical emergency casualty care. In 2019, we will begin training with the Police Department and conduct interagency drills/training.

The shifts completed several in service training objectives throughout 2018 to include ice rescue, EMT and First Responder medical training, roof operations, search and rescue, hose line advancement, deck gun and street gun operations, active shooter, extrication and stabilizer techniques, and building familiarization. We were able to train on properties being razed and would like to thank the property owners for the opportunity.

FF Miles Plant successfully completed the Massachusetts Firefighting Academy and graduated on October 15, 2018. Miles served in the Army National Guard, is an EMT, and is currently assigned to Group 4.

Captain Jim Marshall successfully completed Advanced Arson Investigation class which is 52 hours. Captain Marshall graduated in May and was assigned to the Fire Investigation team.

Fire Suppression:

The Stoneham Fire Department responded to 4054 emergencies in 2018. There were an additional 242 responses handled by the ambulance only. The responses are coded in series of 100-900 in accordance with the National Fire Incident Reporting system otherwise known as NFIRS. The totals are as follows:

Series	Heading	Total
100	Fires:	96
200	Ruptures, Explosion, Overheat (No Fire)	6
300	Rescue and Emergency Medical Services	2602
400	Hazardous Condition (No Fire)	154
500	Service Calls	301
600	Good Intent Calls	479
700	False Alarm and False Call	380
800	Severe Weather and Natural Disaster	20
900	Special Incident	16
Total		4054

Notable fire responses in 2018 were working fires on Washington Ave, Jefts Ter, Main St, Park St, and again on Main St. The Stoneham Firefighters provided mutual aid 33 times in surrounding communities including multiple alarm fires in Melrose, Malden, Wakefield, Woburn, and Reading. Stoneham Fire also provided mutual aid in the form of cover assignments to Chelsea, Malden, Medford, Wakefield and Reading. Stoneham assisted Andover and Lawrence during the Merrimack Valley gas explosions in September, and also rendered aid to Revere twice for separate 5 Alarm Fires and to Wakefield for a 7 Alarm Fire Church Fire.

Hazmat:

As a member of the District 2 State Hazardous Material Response Team, Firefighter Jim McLaughlin has completed over 150 Hours of Training both with the district and with other districts in the state, as well as additional Training at the State Fire academy. FF McLaughlin responded to 5 incidents throughout the Metro Fire district in 2018.

On July 12th, a Tier 1 hazmat occurred at 259 Main St Stoneham. This was the result of a refrigeration leak of pentafluoroethane caused by equipment malfunction.

Post Overdose Follow Up:

Post overdose follow up is a collaborative effort to help people that have recently overdosed. The Fire Department, Police Department, Action Ambulance along with Elle Simone Stoneham's Community Addiction Coordinator have worked together to reach out to the victims and family members of those that have recently overdosed. This community outreach approach is to assist by finding facilities and resources to help people that are fighting addiction. The team made great strides this year and was able help several people and their families. I'd like to thank FF Brent Last and FF Miles Plant for representing the Fire Department on the follow ups and for his professionalism and compassion to help people struggling with this epidemic.

Dive Team:

The Stoneham Fire and Police Dive Team had an active year in 2018. The team is comprised of ten members (nine firefighters and one police officer). Currently there are seven members that are certified as Public Safety Divers with the remaining three members working towards their certification. The team participated in training exercises this year with the United States Coast Guard, the Massachusetts State Police Dive Team, and the Beverly Fire Department Dive Team. We also assisted the Massachusetts Water Resource Authority (MWRA) with an underwater survey of a section of the shoreline in Spot Pond. We stood by as a safety team while the Massachusetts Department of Conservation and Recreation (DCR) conducted a training exercise for responding to spills and contamination of water supplies. In addition, the team was able to purchase through a state earmark, Full Face Mask's and a hardwired communication system for each team member. This equipment will allow a deployed diver to communicate with their assigned dive tender and allow the back-up diver to have real-time updates from the primary diver. We have also been able to repair and/or purchase dry suits for each diver, giving us the ability to deploy year round. The team deployed this past year to Saugus and Wilmington to assist with drowning victims. We were also placed on stand-by to assist in the recovery of a diver off the coast of Nahant. The team conducts training at a minimum of once a month.

Fire Investigation Unit:

The Stoneham Fire and Explosive Investigation Unit is comprised of a member of the Stoneham Police Department (Sgt. David Thistle) and three members from the Stoneham Fire Department (Captain James Marshall, Lieutenant Rick Darragh and Firefighter Michael Labriola. The members of the team have all completed the Basic and Advanced Fire Investigation program at the Massachusetts Firefighter Academy. Sgt. Thistle completed a Post Blast Investigation course that was conducted by the ATF, FBI and MSP Bomb Squad at the Massachusetts Firefighting Academy. Captain Marshall and Firefighter Labriola completed the Response to Homemade Explosives (HME) class also held at the Massachusetts Firefighting Academy. According the Massachusetts General Law (MGL 148/266) the local fire chief is charged with determining the origin and cause of each fire or explosion within their community. We work closely with the Massachusetts State Police Fire and Explosive Investigation Unit. Members of the Stoneham Fire and Explosive Investigation Unit are active in the Metro Fire Arson Investigators Association, attending monthly meetings and training classes. There were four fire investigations conducted in 2018 with criminal charges having been filed in one incident.

Fire Prevention:

Conduct inspections and or drills as required by law in schools, nursing homes, and day cares. Provides safety education to elementary aged students as well as seniors. Following up on citizen complaints. Assist in the oversight and approval of commercial and residential construction projects. Duties include site plan reviews; permit processing, on-site inspections during construction and final inspections for the issuance of occupancy certifications.

New development in commercial and residential properties continued in 2018. Through inspections, enforcement of fire codes, construction plan reviews, fire investigations, issuing of permits and fire education programs much has been achieved in the past year. Commercial and large residential construction projects require many steps including site plan reviews, which consider requirements such as apparatus access, water supply, exposure to other structures, type of occupancy, etc. The next step is a meeting with Fire Protection Engineers to discuss Fire Alarm, Fire Suppression, Municipal Fire Alarm connections and the issuing of the proper permits. Once the project is started, on-site inspections are required to keep track of the progress being made. The Certificate of Occupancy is issued after a final inspection and all new systems are tested.

Through the Department of Fire Service Stoneham was awarded \$6923 for Student Awareness of Fire Education and Senior Safe grants. During the fall, Stoneham Firefighters made visits to Kindergarten thru Third grade in all elementary schools and discussed fire safety topics as well as fire prevention. The Fire Department in collaboration with the Senior Center and Board of Health

continued conducting senior safety visits. These visits are made to identify fire and fall hazards in seniors homes. The grant allows for the purchase of smoke detectors, File of Life, flashlights, house numbers, night lights and other safety items that could be identified at the safety visit. Safety visits can be set up by contacting the S.A.F.E. coordinator Lt. Charlie Webber or by calling the Senior Center.

2018 Permits

Oil Tank Removal/Replacement	88
Oil Burner.....	16
Master Box.....	90
Demolition.....	3
Blasting	4
Welding/Hot Work	13
Fire Alarm System.....	15
Sprinkler & Suppression System.....	17
Smoke Detector	436
Propane.....	44
Acetylene.....	2
Tank Truck.....	5
Flammable Fluid.....	3
Cannon.....	0
Underground Tank Removal.....	2
Waste Oil.....	4
Total	742

Inspections

Final/Occupancy	66
Fire Drills.....	17
Knox Box.....	3
Oil Burner.....	31
Oil Tank Removal/Installation.....	27
Victualler.....	22
Quarterly.....	21
Annual	16
Propane Tank Inspection	60
Smoke Detectors.....	414
Senior Safety.....	4
Transfer Tank/Truck.....	1
Flammable Gas.....	1
Citizen Complaints.....	16
Other.....	4
Total	703

Stoneham Fire Department Motorized Equipment

ENGINE TWO:	2016 Seagrave 1,250 gpm pump with 750 gallons of water. Delivered in May 2016
ENGINE THREE:	2011 Seagrave 1,250 gpm pump with 750 gallons of water.
ENGINE FOUR:	1989 Emergency One 1,000 gpm pump with 500 gallons of water.
LADDER ONE:	2015 Emergency One Quint, equipped with a 100 ft. medium duty ladder and a 1,250 gpm pump and 450 gallons of water.

CAR ONE:	2017 Chevy Tahoe.
CAR TWO:	2012 Ford Escape
CAR THREE:	2011 Ford Escape
CAR FOUR:	2005 Ford F350 Crew Cab
CAR FIVE:	2001 Ford F450 with a Versa-lift bucket
RESCUE BOAT:	2000 15 foot Boston Whaler with a 40hp Mercury outboard

Grants and Donations:

The Stoneham Fire Department received the following donations and grants in 2018 and would like to thank the following for their generosity and support:

- Department of Fire Services Student Awareness of Fire Education and Senior Safe grants \$6923.
- Retired Firefighter Dave Bettencourt from Cummings Properties gift of \$1000.
- Katie Tuscano gift of \$10000.
- MEMA Emergency Management Preparedness Grant \$4690
- FEMA Staffing for Adequate Fire and Emergency Response Grant \$505,928
- State Earmark of \$75,000 for Safety Equipment budgeted by Senator Jason Lewis and Representative Mike Day

Projects Accomplished in 2018

Fire Prevention started enforcement of town bylaw 14-5. The program enforces the fire code that requires building owners to have their water based suppression systems tested and inspected by sprinkler companies at minimum annually. We are educating building owners as to their responsibilities, conducting inspections, and gathering documentation of testing records. Although this program is in its infancy, we have discovered several safety issues in the town and are working with building owners to make proper corrections and repairs.

Emergency Management:

In September, Chief Grafton was appointed as the Emergency Management Director, and Firefighter Mike Rourke was appointed as the Assistant Emergency Management Director. The Fire Auxiliary consisting of 6 volunteers is currently training to be certified as the C.E.R.T. Team, which stands for the Community Emergency Response Team with in Emergency Management.

In 2018, Emergency Management applied for disaster relief from the March 13th and 14th snow event. The estimated FEMA reimbursement is for approximately \$140,000.

The Massachusetts Civil Defense Act requires every city and town in Massachusetts to appoint an Emergency Management Director and establish an emergency management program. The Emergency Management Director (EMD) is responsible for maintaining and managing the activation of Stoneham's comprehensive emergency management plan and operating the emergency operations center. On a day-to-day basis, the EMD: coordinates emergency planning for Stoneham working with the leadership of the fire department, police department, local public health, transportation department (MBTA), public works, and others as required to share situational awareness and mobilize needed resources. In emergency response situations, the EMD manages EOC operations, facilitates emergency response coordination, and makes recommendations to and advises the Town Administrator and Decision Team on available courses of action to inform decision-making.

Stoneham Emergency Management is charged with the responsibility to develop and implement Comprehensive Emergency Management Plan (CEM). The heaviest emphasis is on preparedness and response to all risks: human-caused emergencies and natural disasters. In addition to Preparedness and Response, equal emphasis is now placed on Mitigation and Recovery phases of CEM plan. This plan addresses emergency situations in which the actions of many different agencies must be coordinated. This major coordination effort differs from those emergencies handled on a daily basis by local fire, law enforcement, and medical services personnel. Firefighter Mike Rourke is currently working on the CEM plan for Stoneham, and we expect it to be completed in 2019.

**2018
METRO FIRE
RUNNING CARD
STONEHAM**

Alarm	Engine	Engine	Engine	Ladder	Engine Cover Station	Engine Cover Station	Ladder Cover Station
1st	Stoneham E2	Stoneham E3**	Winchester RIT Team	Stoneham L1	Wakefield	Reading	
2ND	Wakefield	Reading	Melrose	Woburn	Saugus	Medford	Malden
3RD	Saugus	Medford	Burlington	Malden		Malden	Medford
4TH	N.Reading	Lynnfield	Somerville	Somerville			
5TH	Wilmington	Lexington	Revere	Revere			
6TH	Arlington	Winthrop	Chelsea	Chelsea			
7TH	Belmont	Tewksbury	Cambridge	Cambridge			
8TH	Newton	Waltham	Everett	Everett			
9TH	Weston	Massport	Lynn	Lynn			
10TH	Watertown	Boston	Boston	Boston			

**Indicates may not be in service due to staffing

The Stoneham Fire Department always strives to serve the Town to the best of our ability. On behalf of the members and staff of the Department I want to thank the residents, elected officials, boards and committees, as well as local businesses for the continued support throughout 2018.

Respectfully Submitted,
Chief of the Department
Matthew Grafton

INFORMATION TECHNOLOGY

The Information Services Department continues to maintain and improve the IT infrastructure. Our primary focus this year has been to migrate the current website to a new platform. In addition, we are continuing to expand the use of the Munis Financial software through new modules and extended training for existing modules. We are also upgrading all of our server software. The goal is to upgrade to the latest server software while minimizing downtime. This all has to be accomplished while minimizing budgetary expenditures. All of this progress would not be possible without the help of my assistant, Teddy You.

INSPECTIONAL SERVICES/BUILDING DEPARTMENT

The Building Department is operating with one full-time Building Inspector, one full-time office assistant, a part-time Plumbing & Gas Inspector and a part-time Electrical Inspector. In December 2018 the Building Department hired a full-time Assistant Building Inspector.

The Report of the Inspectional Services Department for the Year 2018 is as follows:

New Single Family Dwellings	6
New Two Family Dwellings	3
Building Permits Issued	737
Electrical Permits Issued	512
Plumbing Permits Issued	364
Gas Permits Issued	287
Sign Permits Issued	29
Sheet Metal Permits Issued	61
Certificate of Occupancy/Compliance	134
Certificates of Inspection	33
Total Fees Collected	\$422,391.40

MEMORIAL DAY PARADE COMMITTEE/VETERANS DAY COMMITTEE AND VETERANS MEMORIAL WALK/RUN COMMITTEE

Memorial Day Parade Committee/Veterans Day Committee & Veterans Memorial Walk/Run Committee. Parade Committee: Jim Devlin – Veterans Agent, Maureen Buckley Chairman, Kevin Cantwell, Vice Chairman, Jim Lamb, Jay Humphrey, Mike Doucette, Frank Geary, Cameron Bain, Frank Zhu.

Memorial Day 2018



Congresswomen Katherine Clark, Grand Marshal Fran Healy WWII, Grand Marshal Ralph Rossetti WWII, State Rep Mike Day at Ceremony- Town Hall



HOTS float- Rep Mike Day, Sgt Major Sean Fitzgerald, Special Forces John Fitzgerald, HOTs chair Frank Geary.

The Memorial Day Parade Committee is a volunteer organization, that's purpose is to coordinate the activities involved in remembering our veterans on both Memorial Day and Veterans Day, to thank them for their sacrifice of service to our country. We would like to thank Mike Doucette for his 10+ years of service on the committee. He has officially stepped down, and recently moved to Maine.

Each year, we place approximately 3000 flags on veterans' graves in our 3 Stoneham Cemeteries (Lindenwood, St Patrick, and the Old Burial Ground, along with Puritan Lawn Cemetery in Peabody).

Fifteen Street Corner Veteran Monuments were decorated with flags and wreaths. Veterans attend the wonderful Memorial Day Programs at our local elementary schools, where they are remembered and recognized. 8 Large wreaths were placed at all the veteran monuments throughout town.

The Veterans walking stick program, sponsored by the Stoneham Rotary, continues to recognize more veterans participating in the parade, both walking and riding on a Trolley. This was the 3rd year for our float contest. It rained once again on the parade, giving us only 4 entries. We are hoping to increase this number with more local groups and businesses.

Two World War II veterans served as Grand Marshals this year. C.Fran Healy (age 97), Army infantry, who earned 5 battle stars including Normandy D-Day, and Ralph Rossetti (age 100), Arm, an Army medic stationed in Hawaii, who fought in the Pacific Theater.

Contributors to the success of the day include: Stoneham Ford, Stonehambank, Stoneham Rotary, Boyds Direct Printing, Gamet Signs, Spinner Music- DJ Buono, Clearchannel, Line up coordinators Lynne Paine, Maureen Buckley and Dolly Wilson, American Legion Post #115 (Color Guard), VFW Post #620, Massachusetts National Guard 192 Military Police Unit, and humvees, Blue Knights Chapter V motorcycle group, Stoneham High School Band, Natick American Legion Band, Patriots Brass Ensemble Band, Stoneham Police, Stoneham Fire Department, Stoneham Explorers, Kneeling Soldier MDP float, POW vehicle, Melrose VFW veterans, (marched and 5 gun salute), Ms. Massachusetts Jr High Skylar DiCecca, Stoneham Girl Scouts (Patriotic float driven by Kevin Cantwell), Stoneham Boy Scout Troop 513, Cub Scout Pack 540, Stoneham Little League, Stoneham Softball, Jim Restani - (1978 Honda Hawk), Anthony Wilson- antique car, First Church Food Pantry, Council on Aging van, 5th District Legion Vice Commander Mike Deegan, our Selectmen, Anthony Wilson, Sugar Plum Parties parade float (business), Mission Ready Float, School Committee members, David Maurer, Rachel Meredith Warren, and Nicole Nial, Lt Kristy Hodgen (Navy – reading of Gen Logans orders at Cemetery), walking and trolley riding veterans, wreath placers Keira Haughey and Jessica Newburn, , (Logan's Orders at Lindenwood Cemetery), recently returned from deployment, Sgt Major Sean Fitzgerald and his father Special Forces John Fitzgerald , who rode on the Helping our Troops float, Stoneham Boys and Girls Club, Veterans Agent Jim Devlin (MC at Lindenwood). Video by Jim Drohan and Lisa Buckley. Photos by Laraine Drohan and Jeanne Craigie.

The Ceremony following the parade was held inside due to the inclement weather. Music provided by Barbara Morash and the Music is Art Agency. Sound system by DJ Buono of Spinner Music. Our Master of Ceremonies was Dave Gardner., dignitaries included Congresswoman Katherine Clark, Senator Jason Lewis, State Rep Michael Day. Selectman Anthony Wilson gave the greetings from the Town. Navy Chaplain Kristy Hodson performed the invocation, VFW Post #620, American Legion Post #115, Stoneham Girl

Scouts had color guards, Cub Scout Pack 540 lead the pledge of Allegiance, Veterans Agent Jim Devlin acknowledged our Grand Marshals, C Fran Healy WWII and Ralph Rossetti WWII. Students Tsilobo Kadima, from Project 351,(proclamation from the governor), and Liana Winan, (Patriots Pen Essay contest winner) both spoke. Winners of the Float Contest were: 1st Prize, Helping our Troops, 2nd Prize, Stoneham Girl Scouts, and 3rd prize, Mission Ready. Business winner: Sugar Plum Parties.



A World War I Remembrance Veterans Day

Veterans Day Ceremony 11/11/2018

November 11th, 2018, was the 100th Anniversary of Veterans Day, formerly known as Armistice Day. The Town joined in a coordinated national remembrance (Bells of Peace) of the 100th Anniversary of the end of WW1. At exactly 11:00am, bells were rung 21 times in unison (Fire Station, First Congregational Church, and all the attendees at our ceremony outside Town Hall, for the occasion. Dolly Wilson, of the Stoneham Historical Commission, researched the 17 soldiers listed on our WW1 Memorial in front of Town Hall and created a biography of each. This display was in front of the monument at the ceremony and is currently available for viewing along the hallway inside town hall. We also rang a bell for each of the 17 men. Veteran Frederick Austin's name was added to the Korean War monument in front of Town Hall, with a dedication at the ceremony. Austin is a 23year Naval Veteran, retiring as a Navy Captain. He served as a doctor during those years. He also served in the Vietnam War. The Veterans Day event was videoed by Lisa Buckley. Photos by Laraine Drohan and Jeanne Craigie. Master of Ceremonies was Dave Gardner. Town officials in attendance were Acting Town Administrator Debbie Pettingill, Select Board members, Chair- Shelly MacNeil, Raymie Parker, George Seibold and Anthony Wilson, Veteran Keynote Speaker Major Frank Zhu, Town Moderator Jeanne Craigie, and Veterans Agent Jim Devlin. Invocation was performed by Lt Kristy Hodson. Stoneham Fire Department hung the large American Flag on Town Hall. Thank you pins, were given to all veterans in attendance. Cub Pack 540 led the Pledge of Allegiance. Girl Scouts gave out hand-made Thank you cards to veterans.



Veterans Day Memorial Run/Walk - November 11, 2018

Committee: Jim Devlin, Maureen Buckley – co chairs, Megan Day -Race Director, Bill McCabe, State Representative Michael Day.

The Veterans Memorial Run/Walk (a USATF certified course) including both a 5K walk/run and an 11K run began in front of Town Hall, directly following the ceremony. Because it was on a Sunday this year, the race course was modified, to bypass local places of worship with services running concurrently. There was great turnout on a cold, breezy day. The race is run each year in conjunction with the Veterans Day ceremony, as another way for the community to come together to honor and support the men and women of our military and their families. All race proceeds went to local veterans causes. Thanks to generous sponsors, active duty military members and veterans could participate at no cost. The many volunteers who stepped up to help, helped make it a great event. Video and photos were taken at both events.

PLANNING AND COMMUNITY DEVELOPMENT

Mission Statement:

The mission of the Director of Planning & Community Development Department is to collaborate with residents, town officials and business owners by following best practices of urban planning and development to progress short- and long-range plans that identify and prioritize the needs of the municipality while promoting a well-designed, livable and thriving community.

Department Overview:

The Director of Planning and Community Development Department consists of one employee who provides technical support and leadership regarding land use and development to all Town Departments, Committees and Boards as requested. She contributes guidance and expertise with civic-minded volunteers on the Stoneham Square Strategic Action Plan, advocacy through the Transportation Advisory Subcommittee, and leads regionally with conversations about first and last mile mobility solutions for Stoneham residents and employers. Professional involvement, noteworthy department emphasis, and financial awards over the last year are detailed below.

Awards & Accolades:

- Professional Planner Award, American Planning Association: Massachusetts Chapter
- National Complete Streets Champion, Smart Growth Alliance

Professional Recognition & Affiliations:

- Vice President, Metropolitan Area Planning Council (MAPC)
- Stoneham Representative, MAPC
- Delegate, North Suburban Planning Council
- Member, Stoneham Transportation Advocacy Committee
- Member, MAPC Executive Committee
- Member, Metro Common 2050 External Advisory Committee
- Member, MetroFuture Inc. Board of Directors
- Member, Massachusetts Association of Planning Directors
- Member, American Planning Association Massachusetts Chapter

Additional Participation:

- Member of Commonwealth Delegation, MAPC Arts & Culture Learning Journey Trip to Seattle, WA
- Suffolk Downs Redevelopment Advisory Committee, Draft Environmental Impact Report Review to MEPA

Department Highlights:

- Professional Planning Review – Oversight and assessment of all proposed special permit requests, zoning language, and site plan applications to the Town of Stoneham.
- Zoning Updates – Submitted zoning warrant articles on daytime domestic animal care, bar seating, establishment of an energy revolving fund, reauthorizing existing revolving funds, zoning map changes, and clarifying Chapter 15 Section 4.1.5.3 to town boards for consideration at Town Meeting.
- Stoneham Commercial Improvement Program – Continued to facilitate the financial program for businesses in the Central Business District to improve its signage, windows and storefront esthetic.
- Green Communities Designation – Received and spent \$169,615 from the Massachusetts Green Communities Division of the Department of Energy Resources and \$40,000 from the Metropolitan Area Planning Council in municipal energy improvements.
- Green Communities Policies – Energy-forward policies were reviewed and adopted by the Board of Selectmen and School Committee. Policy approval were part of the application process and effect energy choices moving forward.
- Pop-Up Stoneham – Resumed summer place-making summer event series held on Town Common designed to engage residents, businesses and visitors of all ages while energizing the community. Additionally, collaborated with the Stoneham Recreation Department, Stoneham Coalition, and Stoneham Community Development Corporation to host “Ghostbusters” movie night on the Common.
- Complete Streets – Successfully aided the Town in receiving \$379,084 from the Massachusetts Department of Transportation to complete seven projects from the Town’s Prioritization Plan. Projects began in fall 2018 and are expected to be completed in late spring 2019.
- Community Compact – Received a correspondence on September 18, 2018 from the Lieutenant Governor congratulating the Town on completing the three best practices identified on the original compact. Held conversations with the Select Board on next steps and filed paperwork for a new Compact with the Commonwealth. Town is awaiting approval.
- Stoneham Open Space & Recreation Plan Update – Plan was submitted and approved from the Division of Conservation Services. Document is available on the town website and the department continues to pursue funding opportunities to address the highest priorities.
- How to Do Business Guide – Updated document to share changes in contact information and changes to policies. Guide was published electronically, distributed among business community, and hard copies are available in town hall.
- Municipal Aggregation – Worked with Town partner Good Energy to introduce, market, and educate the public on community electricity aggregation. Assisted in the procurement and selection of a supplier for a 20 month contract to residents and property owners.
- Stoneham Housing Production Plan – Worked with consultants, Steering Committee, and members of the community to create the first ever Plan to identify housing need and demand as well as establish goals for future housing development. Project is still ongoing.
- Tri-Community Greenway – Worked and finalized with the Department of Transportation, Town of Winchester, the City of Woburn, and consultant Stantec on wayfinding signage designs for the Greenway. Additionally, served as municipal lead in project and construction build-out.
- Stoneham Strategic Action Plan – Follows the matrix of the Action Plan in nearly all facets of planning. Meets quarterly with the Action Plan group as well as monthly with the Stoneham Transportation Advisory Committee.
- Stoneham Traffic Commission – Participates in monthly meetings with the Town Administrator, Chief of Police, Police Safety Officer, Fire Chief, Department of Public Works Superintendent, and Town Clerk to address traffic and safety issues throughout the municipality

Project & Grant Awards:

- Housing Choice Community Designation
- Green Communities Designation & funding through Massachusetts Department of Energy Resources
- Complete Streets Tier 3 Funding
- District Local Technical Assistance (DLTA) and FY2018 Planning for MetroFuture Technical Assistance to create the Town's first Housing Production Plan
- Executive Office for Administration and Finance (EOAF) grant and District Local Technical Assistance (DLTA) funding to update its Open Space & Recreation Plan

POLICE DEPARTMENT

OFFICE OF THE CHIEF OF POLICE Submitted by Chief James McIntyre

The Stoneham Police Department is committed to providing the highest level of professional police services while respecting the constitutional rights of every person living in or visiting the Town of Stoneham. We achieve this mission by working in partnership with the community and by practicing Community Oriented Policing. Serving with compassion and respect to all members of the public, we remain committed to providing these services with professionalism and integrity.

The Office of the Chief manages the overall operation of the Stoneham Police Department and plans for the future in close collaboration with the Town Administrator.

In 2018, the Stoneham Police Department was comprised of 39 full-time police officers. The civilian administrative staff for the department consisted of office manager Erin Sinclair, part-time office assistants Patricia Quinn and Raymie Parker, and Linda Leis, our domestic violence advocate.

Last year, several personnel changes occurred within the Department. In March, Officer Michael DeCroteau was promoted to sergeant. In June, Sergeant Steven Nims retired after 38 years of distinguished service to the Town of Stoneham. In September, Officers Joseph Cataldo and Zachary Newell graduated from the MBTA Transit Police Academy.

The following is a roster of the Department's police officers as of December 31, 2018: Chief James McIntyre; Lieutenants David Stefanelli and Tony Kranefuss; Sergeants Robert Kennedy, David Thistle, Kenneth Wilkins, Thomas Heller, Christopher Apalakakis, Christopher Dalis and Michael DeCroteau; Officers Sheryl Rotondi, Stephen Carroll, Joseph Ponzio, Paul Norton, Thomas Day, Christopher Copan, Edward Fucarile, William Reinold, David Ryan, Patrick Carroll, Kenneth Bowdidge, Laura Engel, Luc Bourgeois, David Szydlowski, Jonathan Mahoney, Derek McShane, Stephen Aprile, John Curtis, Brendan Carr, Michael Colotti, Brian Raffaelo, John Burton, Arthur Yeomelakis, Kevin Russell, Christopher Murphy, Michael Prudente, Richard Pacini, Joseph Cataldo and Zachary Newell.

The police department investigated several notable cases in 2018. In January, officers and detectives responded to a Main Street restaurant for a report of a fight. Upon arrival on scene, officers found that a Good Samaritan that attempted to intervene in the fight had been stabbed in the leg. Three combatants had fled the scene and were located by detectives a short distance away. Two of these juveniles had also been stabbed. Over the course of the investigation, it was revealed that the fight was not a random act and was drug related. Seven juveniles were summonsed to court for a range of charges relating to the incident, with one case still active.

In March, a detective was conducting surveillance in a residential neighborhood and observed a drug transaction take place between two vehicles. The detective followed the suspected drug dealers vehicle into the parking lot of a Main Street business. Upon approaching the the male occupants, a substantial quantity of drugs were observed on the driver seat and in the center console. The two males were arrested and charged trafficking in fentanyl and providing false names to the police. Both males were found guilty and are serving an 18 month jail sentence.

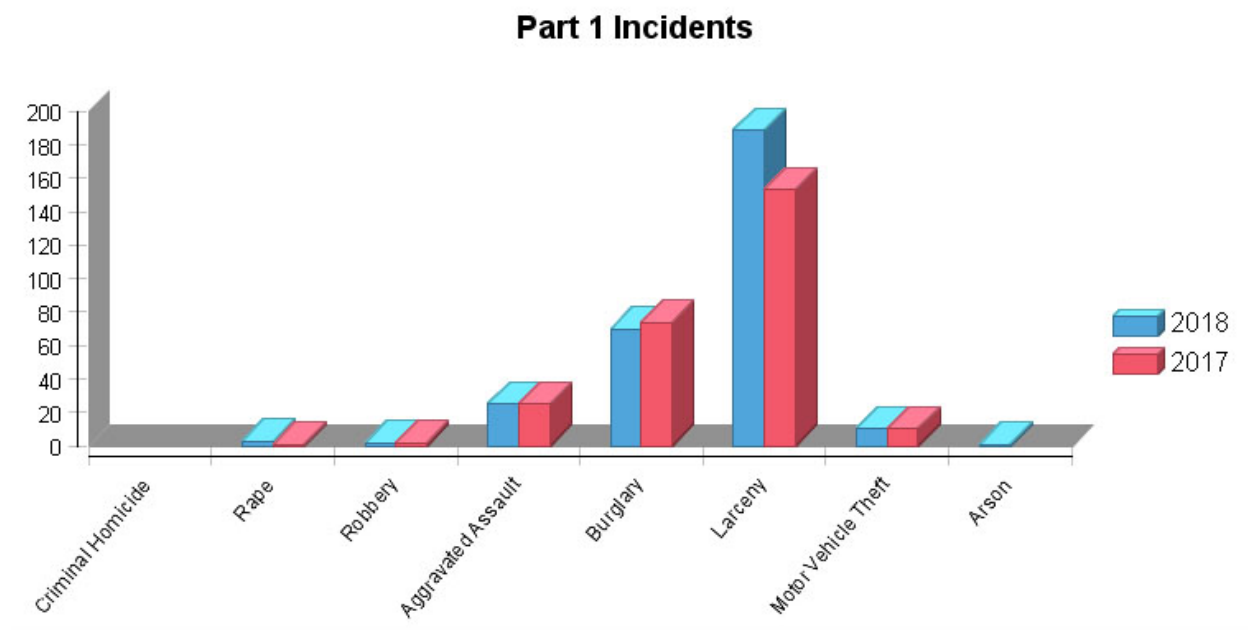
Also in March, an officer responded to a Main Street bank after a customer discovered a "skimming device" on an ATM. Skimming devices are used to secretly capture banking information from customers as they use the ATM. It was learned from bank security and

the FBI that other skimming devices had been placed at area bank ATMs. While conducting surveillance of the ATM, a male matching the description of the person attaching skimmers at other locations drove to the ATM, appeared to look for the skimming device that had been removed and then quickly drove away. The officer conducted a stop of the vehicle for traffic violations and arrested the operator for unlicensed operation.

As a result of an extensive collaborative investigation between the Stoneham Police Department and the FBI, which included the execution of multiple search warrants, it was learned that the male taken into custody, as well as his wife, had been involved in similar criminal activity throughout the country. Both parties were arraigned in federal court, with the wife pleading guilty and being deported from the United States. The male is awaiting trial on federal charges.

In November, officers responded to a report of gunshots in a neighborhood adjacent to Stoneham High School. Upon arrival in the area, officers identified a home from which the gunshots appeared to originate, however people in the yard of the home denied being involved. As a result, area schools initiated a “shelter in place” procedure and personnel from the Melrose and State Police assisted with an area search. After some time, a Malden resident visiting the home admitted to firing his pistol into a tree in the yard for target practice. A criminal complaint was filed against the male with charges including discharging a firearm within 500 feet of a dwelling. Two additional parties were charged with other firearms related offenses. The criminal cases are ongoing.

In comparing the crime statistics from 2017 and 2018, the instances of violent crime increased 7% and property crimes increased 14%. The following graph compares the instances of 8 types of crimes during this two year period.



In closing, I would like to thank the officers and civilian staff of the Stoneham Police Department for all their hard work over the past year.

CRIMINAL INVESTIGATION DIVISION
Submitted by Detective Lieutenant David Stefanelli

The Criminal Investigations Division (Bureau) of the Stoneham Police Department is responsible for investigating criminal offenses to include crime scene processing, evidence collection, storage and security. We also assist the Middlesex District Attorney’s Office with the criminal prosecutions of these offenses. In addition to investigating crimes, we also provide many services to the community.

The Bureau is responsible for maintaining the Sex Offender Registry Information (SORI) on individuals that live, work or attend school in town. We are also responsible for fingerprinting door to door solicitors, ice cream truck vendors and dealer applicants in second hand merchandise. Fingerprinting services are also provided to town residents for employment and adoption purposes. We provide the background investigations for prospective police officers and other employees deemed by the Chief of Police. We process all new and renewal applications for gun permits and we provide town inspections of various business establishments.

The Bureau is comprised of 8 full time detectives. Det. Lt. David Stefanelli is the Commander of the Bureau and Det. Sgt. Robert Kennedy is the Supervisor. Det. Stephen Carroll is the day detective and also maintains SORI. Det. Steve Carroll was part of a task force that investigated many house breaks in various communities including Stoneham. After a several month investigation, a father-son team, both with extensive criminal records, were charged with these crimes. Det. S. Carroll also investigated and charged an individual for stealing over \$4,000 in merchandise from his place of employment and then selling the items. Other investigations included commercial, residential and motor vehicle breaks and shopliftings. Det. Paul Norton is the Juvenile Detective and is a day detective. In addition to handling many juvenile investigations, he has also investigated motor vehicle breaks, larcenies and shopliftings. Det. Christopher Copan is the Court Prosecutor and Evidence Officer in addition to processing gun licenses. Det. Copan does an excellent job handling these three time consuming tasks. Det. David Ryan is our Information Technology Computer Specialist. Det. Ryan was the lead investigator in a case in March which through the collaboration with the FBI and other agencies were able to arrest and prosecute two individuals involved in a credit card skimming ring stemming from Brazil. Det. Ryan wrote and executed four search warrants and conducted many other successful investigations for ID fraud, credit card fraud and other financial crimes. Det. Patrick Carroll is our Night Detective. Det. Pat Carroll started his year as the lead investigator of an incident where three victims were stabbed. Criminal charges were brought against the individuals involved. Det. P. Carroll conducted many investigations throughout the year bringing criminal charges to over 30 individuals as a result of his investigations. Some of the notable cases included a commercial break where thousands of dollars in merchandise was recovered, a residential break where a neighbor gained access from a hidden key, employee thefts, stolen checks, identity theft, financial crimes and many shopliftings. We also have a full time Narcotics Detective whose name is not mentioned because of the nature of his work. He wrote 7 search warrants and arrested 5 individuals. Bureau members also worked with the U.S. Postal Police in a financial fraud investigation where Stoneham residents were scammed out of nearly \$100,000. That investigation resulted in an out of state arrest and further investigation by the Massachusetts Attorney General's Office and the U.S. Postal Police.

Each year, detectives in the Bureau attend numerous meetings, seminars and trainings. Each detective attended 32 hours of annual In-Service training, 16 hours of 911 training, mental health training, annual firearms and electronic control device training. Additionally, to highlight some of the trainings and certifications attended, Det. Lt. Stefanelli was certified as a Hostage and Crisis Negotiator and attended an Internal Affairs Training. Det. Sgt. Kennedy attended several firearms trainings, Internal Affairs Training and recertified as a TASER Instructor. Det. Copan attended Court Prosecutor Training and Firearms Law. Det. Ryan became a member of the International Association of Financial Crimes Investigators (IAFCI) and attended trainings in financial crimes, iPhone investigations and Instagram/Facebook investigations.

Det. Sgt. Kennedy also has additional duties as an Assistant Commander of NEMLEC STARS (Northeastern Massachusetts Law Enforcement Council School Threat Assessment and Response System). Sgt. Kennedy, School Resource Officers Fucarile and Colotti as well as Officer Day and Engel completed ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training drills for the public and private schools as well as the library and some local businesses. Det. Sgt. Kennedy was awarded the prestigious Crystal Apple Award by the Stoneham School Committee for his continued support to the public school system.

In 2018, the Bureau continued its work with the town's full time Community Addiction Coordinator Elle Simoni and we have been part of a follow up team to include the fire department, local hospitals and EMS where we share information and then reach out to families and individuals in order to provide them with treatment and resources. The program was expanded in 2018 to include individuals with alcohol and prescription addiction issues and has been very successful in providing people with short and long term treatment options as well as counseling services and education.

The Bureau has an anonymous drug tip line which is (781-832-0156) and a general tip line (781-832-0292). Both lines have the capability of voice to text and also accept text. You can also follow the Stoneham Police Department on Twitter @StonehamMAPD.

The following is the number of registered sexual offenders living or working in Stoneham as of December 31, 2018. Additional sex offender information is available online at www.mass.gov/sorb.

Total: 22 1 offender both resides and works in town and is counted twice (Level 2).

Level 1: 10 6 reside in town, 4 work in town.

RISK OF RECIDIVISM IS LOW, NO OFFENDER INFORMATION IS AVAILABLE.

Level 2: 12 4 reside in town, 5 work in town, 3 list Stoneham as a secondary address, and 1 is homeless.

RISK OF RECIDIVISM IS MODERATE, OFFENDER INFORMATION AVAILABLE UPON REQUEST.

Level 3: 0 There are no Level 3 offenders registered that live, work or attend school in Stoneham.

RISK OF RECIDIVISM IS HIGH, INFORMATION ACTIVELY DISSEMINATED TO PUBLIC.

2018 Crime/Data Statistics (partial listing)	Total
ARRESTS	114
ARREST WARRANT APPLICATIONS	35
REQUESTS FOR MAGISTRATES HEARINGS/SUMMONS	247
PROTECTIVE CUSTODY	17
CALLS FOR SERVICE	18267
INCIDENT REPORTS	2015
PARKING TICKETS	2838
MOTOR VEHICLE STOPS	2509
MOTOR VEHICLE STOPS DURING DIRECTED PATROLS	714
TRAFFIC CITATIONS	1356
MOTOR VEHICLE ACCIDENTS	683
STOLEN MOTOR VEHICLES RECOVERED	6
MOTOR VEHICLES STOLEN	14
OUI-DRUGS	5
OUI-LIQUOR	9
DIRECTED PATROLS	2111
MEDICAL AID CALLS	2553
DOMESTIC VIOLENCE CALLS	197
PROTECTION ORDERS SERVED	141
PROTECTION ORDERS ISSUED	117
PROTECTION ORDER VIOLATIONS	72
COURT SUMMONS SERVED	185
EVIDENCE DISPOSED OF	78
EVIDENCE RECEIVED	341
CRIMINAL INVESTIGATIONS	176
ALARMS	604
ANIMAL CALLS	137
BUILDING/PERSON CHECKS	3173
DISTURBANCE CALLS	482
DRUG OVERDOSES	40
DRUG CHARGES FILED	63
FIREARMS RELATED CALLS FOR SERVICE	7
MISSING PERSONS	45
THREATS/HARASSMENT CALLS	117
AGGRAVATED ASSAULT	25
SIMPLE ASSAULT	61
INDECENT ASSAULTS	5
FORCIBLE RAPE	3
STATUTORY RAPE	1
ALL OTHER TYPES OF LARCENY	101
ALL OTHER OFFENSES	234

ARSON	1
BURGLARY/BREAKING AND ENTERING	70
BUYING, RECEIVING, SELLING STOLEN GOODS	18
COUNTERFEITING/FORGERY	8
CREDIT CARD/ATM MACHINE FRAUD	3
DESTRUCTION/VANDALISM PROPERTY	53
DISORDERLY CONDUCT	12
FALSE PRETENSES/SWINDLE/GAME	55
IMPERSONATION	32
INTIMIDATION	16
KIDNAPPING/ABDUCTION	1
MOTOR VEHICLE THEFT	10
SHOPLIFTING	79
THEFT FROM BUILDING	9
ROBBERY	2
PORNOGRAPHY/OBSCENE MATERIAL	1

CRIMINAL INVESTIGATION DIVISION

Submitted by Lieutenant Tony Kranefuss

The Stoneham Police Department Patrol Operations Section currently consists of 28 uniformed officers; 1 lieutenant, 6 sergeants and 21 officers.

The men and women of the patrol operations section perform the most visible and recognized function within the Stoneham Police Department. They are the ones in uniform and in marked cruisers who are the first to respond to calls. In 2018, there were 18,267 incidents logged which is an 8.14% increase from last year. There were 114 arrests and 17 people placed into protective custody. When officers are not on calls, they patrol the streets promoting public safety through visibility and the education and enforcement of motor vehicle laws. Officers made 2509 motor vehicle stops and issued 1354 citations. Over 2800 parking tickets were issued throughout the year.

Each member of the police department is required to receive a minimum of 40 hours of annual training required by the Municipal Police Training Committee and 16 hours of 911 Training. Officers have gone to various In-Service and 911 trainings including CPR, First Responder, Criminal Law, Criminal Procedure, Integrating Communication, Assessment and Tactics to name a few.

Through the efforts of our department's Grant Administrator, Sergeant Christopher Apalakakis, the police department was able to acquire over \$159,000 in Grants from the Department of Mental Health, the State 911 Department and the Executive Office of Public Safety to be used for equipment and training.

The Community Policing Unit has had many successful events throughout 2018. This past year, we once again had a very successful Fishing Derby allowing over 500 participants the opportunity for a great day of fishing, fun and food with your local police department. Coffee with a Cop was another initiative started in 2018 to garner good will with the community and be used as a relaxed forum to meet and answer any questions residents may have of their police department. The Community Policing Unit also runs a booth at the Health Fair once a year at the Middle School discussing such topics to teenagers as teen smoking and drinking; also discussing with parents the raising of a teenager. A large effort of the CPU unit consists of assisting with traffic, road closures, detours and pedestrian control during events such as the Memorial Day Parade, the Prom Promenade, the Veteran's Day Road Race, The Halloween Stroll and The Christmas Tree Lighting.

This year the police department's bike unit was able to train (5) five new officers and was graciously given a wonderful donation of (2) two new mountain bikes to assist in patrol of the Town's new Tri-Community Bike/Greenway.

Over 180 police chiefs, all members of the Massachusetts Chiefs of Police Association, pledged to train 100 percent of their officers in Mental Health First Aid by committing to the One Mind Campaign — a bold initiative of the International Chiefs of Police Association

— to ensure that officers have the skills to safely and responsibly respond to situations involving people with mental illness or substance use disorders. A key component of the pledge is training 100 percent of all sworn officers in Mental Health First Aid for Public Safety. The Stoneham Police Department was able to complete this task and has 100% of its officers trained.

Mental Health First Aid for Public Safety is an actionable public safety training program that gives police officers a simple, effective way to intervene during any mental health crisis, from an immediate crisis that endangers the public or the officer to non-crisis situations, like approaching someone who is exhibiting symptoms of a mental illness or overdose. It equips every officer with the necessary skills to recognize the symptoms of mental illnesses and substance use, engage the person in crisis, de-escalate the incident and connect the person to needed care.

The police department also has (10) ten officers trained in CIT training, Crisis Intervention Team training, a 40 hour training which is a collaboration between police and local mental health services focused on police officers using less lethal force and non-lethal force. CIT also aims to reduce arrests while helping people obtain mental health services needed. The police department also had (2) two officers trained in crisis negotiation.

Sergeant Christopher Apalakis was instrumental in starting the Stoneham Mental Health Stakeholders meeting. A quarterly meeting which discusses mental health issues in our community with our community partners.

Sergeant David Thistle is our department's Domestic Violence Officer and heads up the Stoneham Police Department Domestic Violence Unit (DVU) which consists of a sergeant and a civilian advocate, Linda Leis. Patrol officers responded to 192 reports of domestic violence in 2018. That number is under represented due to the fact that some calls to our dispatch center involving domestic violence are initially dispatched as an unknown disturbance or a 911 hang-up. The department assisted 13 people with applying for emergency restraining orders. We investigated 17 reports of restraining order violations and served 97 restraining orders. The Domestic Violence Unit of the Stoneham Police Department is committed to assisting victims of domestic violence and holding offenders accountable for their actions. This is accomplished with our close working relationship with the Middlesex County District Attorney's office and our partnership with RESPOND Inc. We also work collaboratively with the Department of Transitional Assistance, the Department of Children and Families, Mystic Valley Elder Services, the Middlesex County Sheriff's Department, the Massachusetts Probation Service, and other victim centered organizations. Sgt. Thistle also continues to work with the Middlesex County District Attorney's office to provide training to other members of law enforcement (police officers and prosecutors). This training is focused on the identification of high risk domestic violence investigations, investigating and documenting reports of strangulation, and how trauma will affect a victim's presentation on scene as well as their memory of the incident. The Stoneham Police Domestic Violence Unit also works closely with the Stoneham Alliance Against Violence (SAAV). SAAV works to raise awareness to the problem of domestic violence within our community. SAAV provides training, education and support to survivors of domestic violence, organizes relative programming for all members of the community.

Part time civilian victim advocate, Linda Leis, conducted follow-up outreach with 85 victims of the 192 plus reported incidences of domestic violence in 2018. Part of the outreach is to assist victims in obtaining restraining orders, safety planning, finding shelter, locating legal services, and emotional support. Linda collaborates with officers to assure their safety as well as victim safety and to maintain accurate records of all restraining and harassment orders in our department. Linda also represents the department on several committees including domestic violence high risk team for Woburn District Court, TRIAD group focusing on issues facing our elders, Stoneham Alliance Against Violence providing outreach to victims as well as offering programs on raising awareness about violence in our community, Melrose/Wakefield Healthcare collaboration with healthcare providers to assist them in their response to domestic violence situations, and assisted the Town of Stoneham's Human Resource department with formulating a sexual harassment policy. Linda has received training this year on: "Sexual Misconduct in the Workplace" presented by the DA's office, "Sexual Violence Prevention and Response" offered by Boston Area Rape Crisis Center. In her collaboration with SAAV, Linda was responsible for organizing a program for our middle school dealing with bullying -200 5th graders took part in the program, a Rape Aggression Defense program for women and plans to bring a Resisting Aggression Defense for children to our elementary schools this spring. Stoneham Alliance Against Violence is a non-profit group which raises funds locally and all funds are used to either support community awareness programming or directly aid victims of domestic violence (ie hotel vouchers, food, clothing, transportation).

SCHOOL RESOURCE OFFICER

Submitted by Officer Michael Colotti

As one of two School Resource Officers (SRO) for the Stoneham School District, I am responsible for Stoneham High School, Colonial Park Elementary School and SEEM Collaborative. As this is my first year assigned to the SRO program, I have spent much of time simply attempting to make connections with the students, staff and parents of the district that I serve. I have successfully completed the National School Resource Officer (NASRO 5 - Day) Training, Crisis Intervention Team (CIT - 5 Day), Fentanyl Awareness Training (1 - Day) and Vaping and JUULing Training (1 - Day). The attendance and completion of these trainings have prepared me to better

serve the Stoneham School District. In addition to these trainings, I also regularly attend monthly Community Based Justice meetings within Stoneham School District as well as the Wakefield Vocational School which services students from this town. Since becoming an SRO with Stoneham School District I am active in the Spartan Strong Task Force, Stoneham Substance Abuse Coalition and District Health and Wellness Committee. These groups meet monthly to discuss current issues and resolutions within the town and schools.

While I serve the Stoneham School District, the majority of my time is spent at Stoneham High School. I feel these students require the most attention as they prepare for graduation and the future endeavors of their life. Throughout the school day, I typically spend my time in the following ways:

- Monitor morning traffic and greet students as they enter the building
- Review reports and emails pertaining to school students in the district
- Attend both lunch periods so that I may connect further with students
- Engage students in the hallways or free periods
- Assist with disciplinary matters passed on by school administration

In addition to these daily tasks at Stoneham High School, I also assist with a new diversion program for students. This program includes meetings and diversionary provisions to keep students from formal and traditional disciplinary actions. Outside of the diversion program I also meet with students that have in or out of school discipline or legal issues in an attempt to counsel them. Included in my day to day interactions, I have assisted the administration with residency checks and regular drills (ALICE/Evacuation/Fire). I have remained active in attending out of school sporting events as a way to connect with the students out of police uniform and in a less formal setting to build community policing roles. Several times over the first semester I have attended classes at teachers' requests. In these classes, I inform students on my path of education starting at Stoneham High School through college. I then explain my role as an officer and member of the community. I was also fortunate enough to have Det. David Ryan and Officer Stephen Aprile join me in speaking to several technology classes regarding computer crimes and fraud.

Outside of Stoneham High School, I make visits to Colonial Park Elementary to greet the students in the morning. I feel this is an important role as it is a positive experience I making the younger students aware of the helpers in their community. I look forward to setting up programs in the future regarding community policing and community helpers for these students.

As I progress into the second semester of my first year as SRO, I look forward to not only continuing my personal education and training but also connecting further with the students, faculty and parents that I serve in the district.

PUBLIC SAFETY DISPATCH

Submitted by David Luciano, Head Dispatcher

The Public Safety Dispatch Department provides 24-hour civilian dispatching for the Police Department, Fire Department and contract ambulance. The department is comprised of six full-time dispatchers and two part-time dispatchers that operate from a combined dispatch center located in the police station.

During the course of 2018 over 18,200 calls for service were processed through the dispatch center. The center processed over 4,800 of these via the 9-1-1 system. Residents are highly encouraged to use 9-1-1 to report police, fire and medical emergencies. These calls for service do not include the numerous business or public information calls that are received by the center or walk - in reports to the Police Station that must also be processed by the dispatch staff.

Of the calls for service: 14,058 involved the Police Department, 4,682, involved the Fire Department and 3,104 involved an ambulance. Added together, these numbers total 21,844 incidents, as many calls for service involve a multi-agency response.

The day shift dispatched 7,134 calls for service, the evening shift dispatched 6,403 calls for service and the overnight shift dispatched 4,730 calls for service.

In December, the State's Next Generation 911 Emergency Call System started accepting text to 911 call, with the promotional slogan of "Call if you can, text if you can't".

During the year, dispatch personnel attended training classes covering topics such as: Mental Health First Aid for Public Safety, Dynamics of Domestic Violence, Constitutional Law, Gordon Graham, Emergency Communications Leadership, Alzheimer's and Dementia for Dispatchers, Basic Critical Incident Response, Rapid Intervention for Dispatchers and Customer Service the 9-1-1 way.

STONEHAM AUXILIARY POLICE DEPARTMENT

Submitted by Sergeant Thomas Heller

The Stoneham Auxiliary Police Department is volunteer organization designed to augment the Stoneham Police Department. Some of the responsibilities of the Auxiliary Police are to provide additional patrols of Town owned property, assist with traffic at community events such as Town Day, and the Holiday tree lighting on the common. They will also offer assistance during a Town emergency. When working Auxiliary Police Officers possess the same police powers as a full time police officer. Prior to working as an Auxiliary Officer the candidate is required to attend the Basic Reserve Police Officer Academy sponsored by the Municipal Police Training Committee. In addition to this basic training all Auxiliary Officers are required to re-certify annually in first aid/CRP as well as firearms qualification sponsored by the Stoneham Police Department.

Currently, there are eleven active members on the Auxiliary Police. The following is a list of the active members:

August Niewenhous - Chief

David Luciano – Lieutenant

George Lessard – Sergeant

Daniel Marsden – Sergeant

Geoffrey Buchanan – Patrolman

David Delling – Patrolman

Eugenio Ianniciello - Patrolman

John Lazzaro - Patrolman

Christopher Ponzo - Patrolman

Juan Yepez – Patrolman

Maurice DiCicco – Patrolman

In the year 2018, these individuals donated approximately 200 hours to the Town of Stoneham.

PUBLIC LIBRARY

This is the 158th report of the Stoneham Public Library covering the calendar year 2018.

BUDGET ISSUES

The Library had several more small successes with respect to the budget in the past fiscal year. Specifically, there has been a slight increase in funds available for new books and other Library collections. Additionally, several new museum passes have been added or will be available soon, including the Mass Audubon pass, the Drumlin Farm pass, and the Davis Farmland pass. The Library has received Capital funds for new computers, to be installed by spring of 2019.

The concerns with the Library budget now center on staffing, hours of operation, and programming. The Library Board of Trustees and staff have not been able to add back hours that were cut over fifteen years ago, due to inadequate funds appropriated by the Town. Furthermore, Library staff members have had to cut back the number of programs offered, especially in the Junior Room, because of insufficient staff and funds. This is especially frustrating because the programs that are held are successful and well-attended.

In FY2020, the Library will begin the strategic planning process, to develop a Long Range Plan for FY2021-2025. Continued creativity and generosity from the Friends of the Library and other benevolent organizations and individuals, and more significantly, support from the Town in the form of new staff and funding for programs, will be critical in how much the Library will be able to offer in the future. We remain grateful to our supporters for their local and statewide efforts and ask that they continue and expand their efforts.

HOURS OF OPERATION

For another year, the Library's hours of operation remained stable at 51 per week, the minimum requirement for a Town the size of Stoneham to be eligible to receive State Aid. Our Long Range Plan includes an objective to restore those Wednesday evening, Saturday, and Sunday hours lost approximately fifteen years ago, but as stated above, significantly more personnel and operating funds are needed. Residents, visitors, business owners, and more have expressed the desire for expanded hours on many occasions, and the Library welcomes input and support in these efforts.

FACILITY

Major work has continued in and near the Library in 2018. On the lower level, due to a serious flooding event in October 2017, the Library was able to fill in cracks in the foundation (damaged by years of leaks) and have the carpeting in the entire public area on the lower level replaced (April 2018). Also due to increased safety and security concerns across the country, security cameras and other safety measures have been installed and begun, including regular safety training sessions for staff. However, the building still is aging. Near-future concerns center around the roof of the old building, and the windows in the old building, all of which should be replaced. Moving forward, volunteers and donations may be sought for smaller projects and needs around the inside of the building.

ACCESS AND MATERIALS COLLECTIONS

For the second year in a row, there has been substantial increases in the number of items circulated from the **Junior Room, another approximately 15%**. Another area that saw significant increases again this year was the **circulation of ebooks and audiobooks with Overdrive** which went **up 20%**.

The circulation of many other collections in the Library have virtually remained constant, with two additional areas of note. **Stoneham residents have used the Library more this year**, and the **13% increase over last year** shows it. Also, many Library staff members wish they could read more, and 2018, we have been able to do that. **The number of items staff have checked out has increased 90%!**

The Library's website has finally gotten the renewed look it needed, thank to **Ona Ridenour**, a local librarian herself and library lover! Library staff members will continue making changes and ensuring that the information presented is up-to-date. Check it out and let Library staff know what you like and what you would like to see!

The internet is still an extremely important part of everyday life. The Library consistently has **over 5,000 wireless sessions each month**, and the public computers are one of our daily-used resources! A lesser known and used resource is our rich collection of online resources. Databases are periodically highlighted throughout the year, and last year Reference staff acquired more promotional materials from various database providers to further help in letting citizens know about the services. Whether a person is working on a paper, searching for a job, studying for the SATs, researching a future purchase or embarking on a new genealogy project, there is a database available that will provide accurate and useful information. Visit www.stonehamlibrary.org and click on the **Online Databases** link under the **Resources** tab. Stay tuned for future training sessions and handouts on various databases and other e-resources the Library has.

The use of **Hoopla Digital** and **RBDigital** has been steadily increasing. **Hoopla** allows users to borrow music, movies, audiobooks, ebooks, and tv shows, and to enjoy these on a computer, tablet, or phone. **RBDigital**, formerly known as Zinio, offers access to a variety of popular newspapers and magazines, and patrons can access these using a desktop, mobile device, or app. However, Overdrive is also providing access to magazines now, which will increase availability of those frequently-used resources.

JUNIOR LIBRARY

For yet another year, the Junior Library remains one of the busiest places in Stoneham! There are a handful of core programs plus distinct, one-time programs, all of which aim to educate children on a broad spectrum of topics and develop important, lifelong skills.

StoryTimes were held several times a week to capacity crowds. Attendance ranged from 75 to 150 a week depending on the program and the time of year. These FREE programs are a vital step in early literacy. StoryTimes help prepare many young children the transition to school.

Junior Library Book Clubs continue to be very popular. Programs are held for 2 grade levels: Grades 4 & 5 and Tweens in Grades 6, 7 & 8. They continue to be well received.

The popularity of **LEGOs** never seems to wane, with LEGOLAND in Boston being close by. The LEGO programs at the Library have continued to thrive, although the Junior Room has had to cut back on the frequency of free play sessions with Legos also.

For February school vacation week and several other times throughout the year, **Sound Play** visited the Library for a rockin' good time! These programs included singing, dancing, fingerplays, musical instruments (including guitar, keyboard, and harmonica) and more! When the weather was pleasant and cooperative, the programs were held outside on the Library lawn!

Another special February program was presented by a Stoneham resident, **Mary L.** Mary is a Girl Scout and worked on a **project towards her Girl Scout Gold Award** to understand the decline in the bee population and more importantly, to raise awareness of the decline! Mary answered questions, and the children were able to take home decorated pots and seeds for bee-favored flowers! Congrats and thank you to Mary for her efforts and talents!

Finally, a third unique February program held was **Green Bear** online safety. This class covered the dangers on the internet and different types of communication like various public gaming platforms, instant messaging, chat rooms, many popular even with young children.

In April, **Antoni Gaudi**, a former architect whose buildings can be found in Barcelona, presented a fun program called **Pop-Up Art** with clever tools. Mr. Gaudi's style is unique and inspired by natural forms. Children created a mosaic cityscape, with opaque and translucent paper. These were easily transformed into glowing luminarias with a battery-operated candle! This program was provided through a **grant from Stoneham Business Community Foundation and M.E.L.D.**

The **Family Chess Club** has continued as well! This program is run by a volunteer, **Ayman Halaseh** and is held on the 1st and 3rd Thursday of each month. Please call ahead to be sure the Club is meeting, and beginners and Masters alike are welcomed!

As in past years, the **Summer Reading Program** helped to ensure that our children continued to read and grow during the summer months. A series of programs in the Junior Library again made the library a very popular destination. **533 children participated** this year!

The **Summer Reading kickoff** in June 2017 featured **face painting and Legos**. This program was **sponsored by StonehamBank** and continued to be as popular as in the past.

At the end of June were two programs: one was the **Musical StoryTime on the Town Common with Dara**, during the Farmers Market. This program was funded by a grant from the **Stoneham Business Community Foundation and M.E.L.D.** Also, **Andy the Armadillo from the Texas Roadhouse** greeted children in the Junior Room as they registered for the Summer Reading Program. The first 75 children received a coupon bookmark and all had a chance for a photo with Andy!

July in the Junior Room was a busy month again in 2018!

First, a **former Lego Master Builder, Dan Steininger**, provided a fun, informative, and interactive evening, including having groups of children building a bridge out of Lego Duplos AND having Dan test how much weight each could hold! The winning bridge held over 30 pounds!!!

Music on the Lawn happened *outside* of the Library, in the shade of the trees, and the children brought their blankets and their smiles, enjoying stories and music performed by Parent's Choice Award-winning singer and storyteller David Bates. This program was sponsored by **Stoneham / MA Cultural Council**.

There was a **Wooden Toy Workshop** where participants built and painted treasure chests. This presentation was sponsored by **Salem Five Bank**, a long-time supporter of children's summer programs.

One evening, there were Bats in the Library! Children learned about bats, including how bats contribute to nature. Children also finished their own tie-dyed t-shirt. The program was provided by a PDA Dental of Stoneham.

Throughout the year, there were several musical Storytimes with Dara, which traditionally were sponsored by grants from MA / Local Cultural Council and from Stoneham Business Community Educational Foundation and M.E.L.D. Dara VanRemoortel takes children on magical, musical adventures that are enjoyed and appropriate for all ages! Not only that, but Dara's performances are always well-attended, and the children love listening to Dara and singing along!

Not to be forgotten was a popular family-friendly Puppet Show by Maggie Whelan! Maggie performed a new spin on the *Three Little Pigs*. Sponsored by grant funding from the MA / Stoneham Cultural Council, this puppet show allowed children to laugh and to learn together.

Late in the summer, Love America, a UNESCO and HealthCorps partner, offered a play / sing / meditate program at the Library! Love America is a non-profit program, developed to help community members around the world improve their emotional well-being and self-esteem through meditation. Children and adults enjoyed the presentation and left calmer and even happier than when they came!

A highlight of the fall programs was a **Musical Storytime** by **Jeannie Mack**, a special guest musician who had the entire room of children singing and dancing to winter favorites!

In the past, there was no programming budget for the Library, and the Junior Library has depended entirely on donations and on grants for all programs. Recently, Library staff have worked on transitioning to additional stable funding. The Trustees and staff remain very grateful for the generosity of our local businesses, organizations, and individuals that sponsored these valuable special programs and look forward to the future.

ADULT LIBRARY

Both the materials and the computers have been heavily used this past year. The Library continues to be a particularly important source of help for job seekers, instruction for new computer users, and new ebook users. Ebook use through Overdrive and Hoopla is one area that has steadily increased over the past few years.

The visiting author series continues to be popular, and many of them were sponsored by the Friends of the Stoneham Public Library.

Highlights from the spring slate of programs for adults includes the guest at the Friends of the Library Annual Breakfast Meeting in April 2018. **Noni Gadsden**, Senior Curator of American Decorative Arts and Sculpture at the Museum of Fine Arts (Boston) gave a popular and informative **presentation on the Saturday Evening Girls Club**. Library friend and author Jane Healey wrote a book with the same name as the group, and attendees learned that the Club was established in Boston in the late 1890s to provide cultural activities for Italian and Jewish immigrants who lived in tenement housing in the North End of Boston. The Friends also coordinated a **“field trip” in late April to the North End**, which consisted of a walking tour of those areas where the Italian and Jewish immigrants would have lived and worked. There was also a delightful lunch at a local restaurant, and all who attended cannot wait for another similar trip!

The Friends of the Library, the Stoneham Garden Club, and Library staff had the first-ever fundraiser, **Books in Bloom**, also in late April! Beautiful arrangements were donated by local florists and were also made by Garden Club members, some of which were raffled. The entertainment provided by local young people and the food donated by local restaurants and stores as well as catered by made the evening unforgettable. The extent of the planning and hard work done by all involved made an enjoyable evening that much better! All are looking forward to the next fundraiser, hopefully to be announced in the coming months.

For the summer season, adults were encouraged to participate in the **#WhatsYourTen** campaign, where adults submitted the titles of their ten favorite books of all time. There was no clear winner, as there was on the Great American Read (PBS), and Library staff are working on setting up the ability of readers in the community to record short videos of themselves describing their favorite books, much like how the GAR was organized on PBS. This will culminate in another Community Reads, when a clear favorite of Stoneham is chosen!

In late September, **Author Ben Jacques** visited the Library and discussed his most recent publication **In Graves Unmarked**, depicting slavery and abolition in Stoneham, Massachusetts. Historians and residents alike enjoyed learning more about the community in which we all live and work.

Late in 2018, **Marianne Snow**, a **mindful crafting guru**, began what will hopefully be a long-term relationship with the Library, in doing regular craft programs. Attendees at the first program created a holiday decoupage platter to take home, and virtually every one of the 25 people attending the program wanted to see more like it. Marianne has at least one more program scheduled in February 2019, and we truly thank her for her sharing her skills. This program was partially sponsored by the Friends of the Library and with State Aid funds. Keep watch for upcoming programs by Marianne!

In November, local historian **Dee Morris** was back at the Library. This time, Dee presented **"Marble Street Transformations"**, a program about Stoneham's Marble St area. Dee took program attendees back to when early settlers came to this area, hoping to mine marble. Dee, who often uses humor to embellish and entertain as well as educate, showed that this changing neighborhood owns centuries of stories!

Lastly, a highlight from December was the one-man show **A Christmas Carol**, based on the book by Charles Dickens. **Gary Poholek** made the ‘Ghosts’ of Christmas Past, Present, and Future come to life, and Gary effectively portrayed the novel in his own unique style! Thank you to the Library staff and the Friends who helped this program happen!

Both of the library’s **adult book groups** continue to thrive, and both groups always welcome new members! Reference Librarian, Maureen Saltzman, is a seasoned discussion facilitator and the reason for the success of these groups. For the past year, the **mystery book group** was unofficially called Mysteries Around the World. Members read books set in countries like England, Norway, Italy, and Sweden. The **fiction book group** meets on Monday evenings and reads primarily fiction and an occasional nonfiction book.

All Junior Room and Adult programs were free of charge to the public.

This is my third of what will hopefully be many more Annual Reports.

As a parting reminder, please review the figures below. In 2014, the most recent year for which figures are available, here is how Stoneham’s Library compared with some of her neighbors:

Total Town Appropriation to the Library:

Melrose	\$ 925,000
Reading	\$1,343,000
Wakefield	\$1,333,000
Stoneham	\$ 721,000

Full Time Equivalent Employees & Total Positions:

Melrose	16.17	34
Reading	21.20	38
Wakefield	22.14	42
Stoneham	12.43	18

Total Staff Hours Worked per Week:

Melrose	566
Reading	742
Wakefield	775
Stoneham	435

Hours Open:

Melrose	61
Reading	63
Wakefield	61
Stoneham	51

Clearly, Stoneham is lagging behind her neighbors, although some things have begun to change. While Library staff have been able to accomplish many things as can be seen in this report, there is still much more to be done. More funds and more staff will be required to add back the 10 hours of operation lost 15 years ago. While other communities have continued to expand their services and add staff, Stoneham barely stays even. When our patrons ask why the Library does not offer some of the services that neighboring libraries do, we need only point to the statistics listed above. I have every hope and expectation that the next 10 years will bring better things for our library.

THANK YOU

As always, the Library Board of Trustees and I wish to thank the entire staff. They are second to none in their dedication to the public and to the Library. Thank you also to the Friends of the Library for their tireless support.

Respectfully Submitted,

Nicole Langley

Director

PUBLIC WORKS DEPARTMENT

The Department of Public Works (DPW) is now operating with a total complement of 28.6 full time positions. One employee works three (3) days per week for the DPW and two (2) days per week at Whip Hill Park. The total complement of employees includes Engineering and Administrative personnel as well as Water, Sewer, Highway, Cemetery, and Equipment Maintenance staffing. As noted in recent years, our current complement of employees necessitates the “privatization” of more aspects of our operation.

In 2018 retirements were announced by the Director / Town Engineer, the Deputy Director and the Licensed Water / Sewer Foreman. These three people represent more than 104 years of experience in the Stoneham DPW. They have all volunteered to work on a part-time basis to help in the transition process.

ENGINEERING

Working under the direction and guidance of the Public Works Director/Town Engineer, Engineering is directly involved in the diverse activities performed by the Department of Public Works as listed below:

1. Oversees the planning, design, construction, and renovation of the many miles of water, sewer, and storm drainage piping within the Town’s distribution and collection systems.
2. Development of the annual work construction program along with plans, specifications, and all appropriate bidding materials.
3. Construction control and supervision.
4. Cemetery roadway layout and plot planning.
5. Preparation of plans, specifications, and bidding documents for various construction projects involving the Town’s infrastructure and buildings.
6. Ensuring compliance with federal, state, and local regulations relative to bidding contracts and the procurement of services.
7. Contract award and execution.
8. Overseeing and administering contracts and construction inspections relative to those contracts.
9. Responding to citizen inquiries and complaints relative to Public Works projects and infrastructure.
10. Reviewing plot plans of individual homes with respect to water/sewer locations and driveway grading.
11. Site plan and subdivision review with associated surety-need estimates in regard to construction costs within Town approved subdivisions. These estimates are needed for surety/ bonding to ensure the completion of projects in accordance with Town standards. As construction proceeds, engineering updates and recommends the surety required.
12. Prioritizing roadway maintenance on a 70-mile plus roadway network.
13. Maintenance of virtually every Town building (excluding schools) and various properties under the control of the DPW.

14. Prioritizing and scheduling maintenance, replacement and upgrading services of 11 signalized intersections (traffic signals).
15. Scheduling annual traffic marking (centerline, stop bar, crosswalk) services.
16. Engineering serves as a consultant to every Town department and committee in regard to technical support for engineering related services.
17. Engineering maintains detailed records and plans of various structures and utilities throughout Town. Additional plans drafted by the department are indexed and filed. Scaled drawings and field sketches indicating the age, type, and location of virtually every sewer main, water main, and storm drain as well as each individual water and sewer service connection to every home in Town, are kept at DPW.
18. Reviewing street opening requests by contractors and utilities and supervising the restoration of the Town's infrastructure
19. Prioritizing pumping station maintenance and operations.
20. Coordinating pavement repair and sidewalk replacement as funds allow.
21. Development of the annual paving program including the submission of various project request forms and subsequent reimbursement request forms related to work that is state-funding based (Chapter 90).
22. Sign installation and replacement programs.
23. Coordinate tree maintenance and planting.
24. Managing snow plow operations of roadways and sidewalks.
25. Ordering various materials required for maintenance and construction.
26. Emergency response during inclement weather conditions, including downed trees and dangerous conditions.
27. Managing all contractors that work within the public way throughout the year.
28. Managing all operations at the Stevens Street Recycling Center.
29. Calculating and comparing various cost alternatives at the Stevens Street Recycling Center to ensure financial effectiveness.
30. Prioritizing streetlight repair, maintenance, and assessment of streetlight requests to ensure town criteria are met.
31. Assisting DPW personnel with Dig-Safe mark outs.
32. Assessment of field maintenance needs and organic fertilization programs as funds allow.
33. Irrigation system yearly assessment, coordination of repairs, and programming.
34. Assess and recommend changes to the vehicle inventory, including evaluating recommendations from mechanics.
35. Manage the backflow prevention program as required by the Department of Environmental Protection (DEP) and file yearly reports.
36. Applying for various grants including but not limited to energy efficiency programs. Said grants apply to DPW buildings, public infrastructure and other town buildings under the direction of the DPW.
37. Supervising the work under approved grants.
38. Providing documentation for FEMA to apply for reimbursement funding after storms that qualify for Federal assistance.

During the year, the Engineering Division prepared bidding documents, solicited bids and evaluated proposals for different contracts, including but not limited to sewer main replacement, in addition to bidding documents prepared by engineering consultants. Proposals for various equipment, materials, services and construction contracts were received, considered and recommendations for award or rejection rendered. In addition, engineering assisted consultant engineers in development of plans and bidding documents for various projects.

The engineers review and make comments on all site plans submitted to the Town through the Board of Selectmen, Planning Board, Building Inspector, individual citizen, etc. We also worked closely with engineers for the Massachusetts Water Resources Authority (M.W.R.A) in reference to the proposed expansion of the water system and upgrades to the sewer system. Eversource is proposing a major electrical transmission line from Wakefield through Stoneham to Woburn. The Mass. D.O.T. started traffic upgrades to the North/Main Street intersection. Engineering coordinates the integration of these projects along with the Town's ongoing programs.

Every subdivision plan submitted to the Planning Board is thoroughly reviewed in terms of roadway design, utility design, street light locations, conformity to other various regulations, as well as the overall impact of the development on local neighborhoods. Once a subdivision plan is approved and the developer is ready to initiate construction, Engineering calculates the amount of surety required to ensure the ultimate completion of the subdivision. For each subdivision, several surety adjustment recommendations must be made during the course of construction and prior to final release. Considerable time was expended reviewing plans and performing inspections for Executive Drive, Fallon Road, Manison Street and Adam Road.

Engineering is responsible for detailed inspections of all ongoing roadway and utility work performed in the various subdivisions and construction sites. Engineering conducts a final inspection of each subdivision and develops a punch list for the developer to complete prior to the final surety release. The current projects under construction are as follows:

1. Coventry Lane (Off High Street)

2. Executive Drive (Former NEMH Site)
3. Fallon Road
4. Adams Road
5. #109-117 High Street

The Town's engineers are continuously called upon to assist in the development and review of plans for several specialized projects undertaken by the Town. Engineering assists in administering the contracts developed from various consulting engineering firms. Among the consulting firms are:

1. Sigma Water Safety, Inc. (Cross Connection Control)
2. Arcadis Inc. - Sewer System Evaluation and Improvements, Capacity Management Operation and Maintenance Program Assessment (CMOM) as ordered by the Environmental Protection Agency (EPA), Illicit Discharge, Detection and Elimination (IDDE) Plan as ordered by the EPA.
3. Water & Waste Pipe Testing (water leak detection survey)
4. Stantec. (National Pollutant Discharge Elimination System (NPDES) permit), Greenway (bike path) and water system hydraulic model, overall water system evaluation and main sewer to Fallon Road.

WATER MAIN CONSTRUCTION

The M.W.R.A previously awarded 2 contracts to Albanese D&S Inc. to install a major transmission line (48") through Stoneham from the M.W.R.A pumping station on Woodland Road to Wakefield and Reading. This line will ensure that Stoneham and the communities to the north will have a back-up water supply. In 2018 the work included a new metered connection at North Street and Forest Street which will better serve residents in the northwest quadrant of town. The construction of this transmission line in North Street, Oak Street and Cottage Street and Wright Street to date has resulted in the replacement of more than 1 mile of Town owned water main, gate valves, hydrants and services.

The Cross Connection Control program was initiated in 1992 in order to comply with the applicable provisions of Public Law 93-523, the Safe Drinking Water Act of 1974; and Massachusetts Regulation 310 CMR, Section 22.22, Protection of Sources of Water. This program essentially protects chemical, biological and other contaminants from entering the Town's water supply. Backflow devices are installed on potentially harmful water lines to prevent contaminants from backing into the Town's water supply during pressure drops. The regulations call for normal buildings to be checked (surveyed) on a 10 year basis for additional plumbing changes that could pose a health hazard and also to manually test the backflow devices that are already in place on a bi-annual basis. Sigma Water Safety, Inc. is providing ongoing building surveying, resurveying, device testing and computer services for the Town. In order to provide this service to a drinking water supply the companies personnel must be properly trained and pass an examination approved by the Department of Environmental Protection(Mass-DEP). Throughout the year various paperwork is required to be completed as part of this program and two (2) large annual reports are completed by Town engineers and promptly submitted to Mass-DEP.

Total backflow tests – 705

Building surveys and resurveys – 19

SERVICE INSTALLATIONS BY PRIVATE CONTRACTORS

- | | | |
|----|----------------|----|
| 1. | Water services | 26 |
| 2. | Sewer services | 26 |

SANITARY SEWER SYSTEM

The Department of Public Works proactively implements an annual infiltration and inflow (I/I) removal program in conjunction with the MWRA Local Financial Assistance I/I Removal Program. For the past 16 years, the Town has systematically inspected and assessed its sanitary sewer system and, to date, seven (7) sewer system rehabilitation construction contracts have been completed, including two "location-specific" projects completed between 1999 and 2003, and six (6) Town-wide projects completed in the years since. The most recent construction contract, Phase 6 Sanitary Sewer Rehabilitation, was completed in 2018. As a result of this on-going program,

Stoneham consistently shows a downward trend in I/I flows, as measured and estimated by the MWRA. This has helped the Town keep in check the annually rising costs of sewage collection, transport and treatment.

The Town received another grant / interest free loan from the M.W.R.A to continue rehabilitation of the sanitary sewer system. Phases 11, 12 and 13 total \$2,910,000 (total 50% grant and 50% interest free loan). The next construction project, Phase 7, is currently under design.

The Department of Public Works continued its annual efforts to rehabilitate the sanitary sewer system to remove extraneous flows from the system, also known as infiltration and inflow, which can lead to back-ups and overflows and other problems in the system. Sewer system rehabilitation work was also completed to repair and replace aging pipes and manholes which had deteriorated and were no longer functioning properly. Work completed in 2018 was focused on easements between Ravine Road and Fellsway East, Washington Street and Pomeworth Street and Hillside Road to Maple Street. Replacement, repair or lining of 3,200 feet of sewer pipe and 11 sewer structures was completed under various contracts.

STORM WATER DRAINAGE SYSTEM

The Town has continued to make progress on stormwater management and MS4 permit compliance, including the Illicit Discharge Detection and Elimination (IDDE) program. The IDDE program is aimed at identifying and eliminating cross connections between the sanitary sewer system (which conveys wastewater) and the storm drain systems (which conveys storm runoff). In accordance with the Town's Final IDDE Plan, the following work was completed in 2018:

- Closed circuit television inspection (CCTV) investigation of sanitary sewer and storm drains.
- Review of M.W.R.A interceptor CCTV files to identify sanitary sewer defects in areas where the interceptors cross the Town of Stoneham drainage system.
- Holistic investigations and sampling in the storm system in the vicinity of Route 28 Stoneham Ford.
- Updates to the Town's existing GIS using data collected during field investigations.
- Replacement of 1,600 feet of drainage pipe and 7 drainage structures

CATCH BASIN CLEANING/ STREET SWEEPING

Approximately 2,030 catch basins and drain manholes were cleaned by New England Stormwater Management from Westford, Massachusetts in 2018. The key to a trouble-free drainage system is the timely sweeping of all streets in early spring, followed immediately by the cleaning of all catch basins to remove winter sand and other debris. Due to fiscal constraints, sweeping services were provided by Town forces only, thus extending the overall time to complete the project. Experience has shown that it is much easier to remove foreign materials from street surfaces and catch basins than it is from the storm drainage piping. A well-timed program minimizes flooding in streets and on private property by keeping the storm drainage system free of sand and debris.

PARKS CONSTRUCTION

Unfortunately no new park construction took place in 2018. Park operations consisted of maintenance and repair of existing facilities and fields including but not limited to graffiti removal, replacement of damaged equipment, fence repairs, baseball diamond repairs and turf management.

HIGHWAY

Roadway paving and cold planing was provided by D&R Paving of Melrose, Massachusetts, following a public bid. The following streets or portions thereof were excavated by cold planer and resurfaced during 2018:

2018 Chapter 90 Paving Program		
Bellevue Road	(Entire Street)	1,040
Central Street	(Elm Street to William Street)	600
Converse Street	(Entire Street)	420
Crosby Street	(North Street to Wagner Road)	1,140
Curve Road	(Entire Street)	1,470
Franklin Street	(Main Street to Summer Street)	1,820
Mount Vernon	(Washington Street to Prospect St.)	400
Park Avenue	(MacArthur Road to #46)	670
Prospect Street	(Mount Vernon to Washington Ave.)	800
Summer Street	(Pond Street to Franklin Street)	1,550
Washington Avenue	(Washington Street to Housing Limits)	470
William Street	(Alden Avenue to Elm Street)	1,640

Town Subtotal: 12,020

2018 MWRA Related Paving		
North Street	(Town Line to Main Street)	975
North Street	(Main Street to Forest Street)	1,865
Forest Street	(North Street to Oak Street)	390
Oak Street	(Entire Street - MWRA Funding)	4,000
Elm Street	(Oak Street to William Street)	245
William Street	(Elm Street to Cottage Street)	370
Cottage Street	(William Street to Lindenwood Ave.)	825

Town Subtotal: 8,670

The Town paved 2.28 miles of roadway this year and the MWRA as part of their project paved and/or paid for 1.64 miles of roadway (3 miles per year would constitute a 25 year replacement cycle whereas industry designs are for a 20 year life cycle.)

A pavement management study was completed by Stantec this year. Every street was evaluated based on key distress indicators and a pavement condition index (PCI) was assigned. A recommendation plan of action was established which indicated that to improve Stoneham's road conditions future roadway funding levels need to be increased to 1.2 million dollars each year for the next 10 years.

SIDEWALK UPGRADING

Funding was inadequate for addressing the extensive list of sidewalk issues that have been accumulating for over twenty (20) years. As a result, sidewalk replacement/resurfacing was limited. Sidewalk improvements were conducted by Town forces as well as contractors. Cement concrete sidewalks and granite curbing were installed by LaRovere of Everett, Massachusetts, in 2018.

Cement concrete sidewalks, asphalt sidewalks and/or granite curbing were installed on the following streets:

1. Williams Street (Alden Avenue to West Street) – Granite curb and concrete sidewalk repairs
2. Oak Street (Entire Street) Granite curb and concrete sidewalk installation
3. Central Street (Emerson Street to Common Street) – Bump out safety and parking improvements

REFUSE AND RECYCLING

Major changes took place in the Town's trash/recycling policy during July 2014. Recycling became weekly and mandatory and trash was limited to 90 gallons per unit, per week. One bulk item under 50 pounds is allowed per week and other items must be paid for. Containers for cardboard, metal and rigid plastics are located at the Stevens' Street Yard. These changes have amounted to a substantial monetary saving through a reduction in trash collection and increase in recycling. Those savings were reduced in 2018 when the global recycling market eroded due to product contamination such as plastic bags and the Town had to pay for recycling disposal. The Town applied for and received a grant for education and enforcement through the MassDEP Recycle IQ program and was able to significantly reduce plastic bag contamination without negatively impacting recycling totals.

Calendar Year - Trash & Recycling			
	Trash	Recycling	% Recycling
2012	7,123	1,063	13.0%
2013	7,054	1,120	13.7%
2014	6,112	1,572	20.5%
2015	5,519	1,874	25.4%
2016	5,298	1,882	26.2%
2017	5,729	1,972	25.6%
2018	5,785	1,984	25.5%

The Department is directly involved in the Town's recycling program. The drop-off leaf program at the Stevens Street Recycling Center was very active and successful in addressing compliance with current trash regulations which ban yard waste from the general refuse flow. In order to better serve the residents, seven curbside leaf pickups were scheduled during the spring and fall, and a Christmas tree pick-up in early January. After the improvements to the recycling center in 2010 and 2011, all yard waste, brush and tree debris are temporarily stockpiled in concrete-block storage areas as required by the Massachusetts Department of Environmental Protection. Under formal contract with the Town, ProBark removed yard waste from the site.

This department works with Mayer Tree for the removal of tree and brush waste. North Coastal Environmental removes the street sweepings and catch basin cleanings. This work is performed in accordance with a consent order from D.E.P.

Other services provided by the Town include a textile drop off and a book drop off at the Stevens Street Recycling Center, and mercury drop-off at the DPW office building and Board of Health.

SNOW FIGHTING/ MAJOR STORMS

The total snowfall for the 2017-2018 winter season was 72.60". Measureable snow fell during the months of December through April. Approximately seventeen (17) storms were either plowed, sanded, salted or a combination thereof. The largest single snowfall event was 22 inches on March 13th. In addition due to daytime melting and nighttime freezing the Department responded to multiple sanding and salting calls throughout the winter.

TRAFFIC LINE PAINTING AND SIGNAL MAINTENANCE

1. Hi-Way Safety Systems, Inc, of Rockland, Massachusetts, provided traffic line, word, and symbol painting.
2. Dagle Electrical of Woburn, Massachusetts, provided traffic signal and streetlight maintenance.

CEMETERY

The Department is responsible for the Lindenwood Cemetery, which includes the operation and maintenance of roughly 34 acres of land. The cemetery foreman is responsible for prioritizing maintenance and managing laborers in the daily operations. Major maintenance and long-term projects are coordinated by the engineers.

Number of lots sold – January through December 31, 2018 – 33

Number of interments – January through December 31, 2018 – 78

A new section for burials was developed behind the existing maintenance building. These 213 lots will be put on sale in 2019. This year it will be necessary to plan and design the layout and future construction of the remaining burial land available in the north section of the cemetery abutting the golf course. This area should meet demands for the next forty years.

TREE DIVISION

The Town has been removing more trees than it is planting per year. The Town must take the steps to start an annual planting program to maintain its tree lined streets.

Trees Planted	2
Trees Removed	43
Stumps Ground	47
Trees Pruned	146

TRUCK MAINTENANCE

The DPW truck maintenance department, under direction of the Director of Public Works, conducts and oversees all maintenance of Town-owned vehicles including the Police Department vehicles and Senior Center van. This also includes equipment associated with field maintenance, snow plowing, paving, sign installation as well as other miscellaneous equipment.

The Public Works Department at the request of the Capital Planning Committee, detailed the capital equipment replacement program in a summary format. The program is designed to replace smaller vehicles on a 10 year cycle and larger or specialized vehicles on a 20 year cycle.

In 2018 the DPW purchased the following equipment as a result of funding authorizations from Town Meetings:

- 1 Ford F250 Pick Up Truck
- 1 Ford F350 Dump Truck
- 1 Freightliner 6 Wheel Dump Truck
- 1 Stainless Steel Sander Body

MISCELLANEOUS ISSUES:

Department action may have required 15 minutes work by one man, or several days work by a crew of three or four men with trucks and an excavator. The issues shown below may have been called in by a resident or noticed by Town officials.

SEWER RELATED ISSUES

(Approximate Values)

1.	Main sewer plugs	40
2.	Sewer service plugs	50
3.	Sewer service excavation/repair	6

WATER RELATED ISSUES

(Approximate Values)

1.	Water main break	3
2.	Water service break/repair (Town portion)	3
3.	Meter repairs/replacements	150
4.	Radio Meter Readers installed	60
5.	Water meter readings	26,000
6.	Water meter final readings	225
7.	Water turn on/off	50
8.	Rusty water calls	0
9.	Hydrant repairs/replacement	6

DRAIN RELATED ISSUES

(Approximate Values)

1.	Drain repairs/replacements (linear feet)	80
2.	Catch Basin and Drain Manhole Repairs	20

HIGHWAY RELATED ISSUES

(Approximate Values)

1.	Sign installations/replacements/repairs	120
2.	Streetlights repaired	283

DPW MISCELLANEOUS WORK

- 1) Winterize hydrants
- 2) Sewer segment maintenance program, continuous critical area preventive maintenance program (biweekly).
- 3) Christmas light installation on the Main Street town shade trees.
- 4) Repair and fill sand barrels
- 5) Landscaping of certain Town properties
- 6) Water main flushing program
- 7) Clean sump chambers at pumping stations
- 8) Clearing critical catch basin grates before large storm events.
- 9) Water service, curb stop repairs and/or replacement.
- 10) Oversee the maintenance and repair of all public buildings other than the schools.
- 11) Dead animal pick-ups as reported
- 12) Frozen water service calls as reported
- 13) Dig-Safe mark-outs
- 14) See-click-fix repairs/complaint response

RECREATION DEPARTMENT**Mission Statement:**

The mission of the Stoneham Recreation department is to provide educational and enjoyable recreational programming for the youth, adults and seniors of the Stoneham community. The need for continuous growth and expansion of programs will complement the continued growth and recreational expectations of the Stoneham community. The department strives to work with the citizens of Stoneham to develop programming which will help enhance and encourage the sense of community within the town.

Department Overview:

The Stoneham Recreation Department is staffed with one full-time employee, the Director, who is responsible for the design, creation and implementation of diverse recreational programs for all members of the community. The Director regularly collaborates with different department heads, boards and residents throughout town to make sure all programming aligns with the needs of its residents while enhancing community throughout the municipality. He serves as the municipal liaison to the Open Space and Recreation Advisory Committee by attending their monthly meetings and addressing comments and concerns of those committee members. Additionally, the Recreation Director manages the permitting of municipal athletic fields and playgrounds. These facilities include Recreation Park, Pomeworth Fields and Basketball Courts, Cerrone Park, AP Rounds Field and Town Common. The Director is responsible for long term planning of municipal athletic fields, municipal parks and town common areas. This planning includes presenting capital improvement proposals, budget requests and state and federal grant applications throughout the fiscal year.

Recreational Program Breakdowns:**Spring/Summer 2018**

During the spring and summer of 2018, the Stoneham Recreation Department hosted 46 successful programs for youth and adult members of the community. In total, 574 (337 Male/237 Female) individual registrations were received for coordinated events with the recreation department. These numbers do not include community enhancement events which do not require pre-registration. These events were hosted within the schools, local athletic fields, area playgrounds, Stoneham Arena, Stoneham Oaks Golf Course and Stoneham Town Hall. The registration-required events included programs such as Kids Vet School, Introduction to Golf, Sports Zone 101 Tournament of Champions, Video Explorers with Stoneham TV, Super Soccer Stars, Adult Basketball, Weekly and Nightly Tennis Clinics, Rocket Science, American Girl Doll workshops, Lego Engineering, Parkour Workshops, Archery, Family Fishing Clinics, Introduction to Field Hockey, Introduction to Lacrosse, Lego Master Builders, Premier Hoops Basketball Clinics, Babysitter Training, Pickleball and Project Self.

Fall 2018/Winter 2019 Programs:

During the fall of 2018 and the beginning of 2019, Stoneham Recreation has run 35 successful programs for the youth and the adult of the community. In total, 395 (240 Male/155 Female) individual registrations were received for coordinate events with the recreation department. These numbers do not include community enhancement events which do not require pre-registration. Weekly and Holiday programming was held within the school gymnasiums, athletic fields, Stoneham Arena and Stoneham Town Hall. The registration-requiring events for the fall and winter included our American Girl Doll Workshops, Sports Zone 101 Holiday Programming, Star Wars Jedi Training, Staying Home Alone training, Kids Test Kitchen, Super Soccer Stars, Pickleball Training, Video Game Expo, Kids Yoga, Premier Hoops Basketball, Golfing Instructions, Meteorology Classes, Community Skating Days, and Magic Brush Pottery.

Department Highlights within the Community:

- **Town Day** – The Stoneham Recreation department hosted a table at the annual Stoneham Town Day. During this event, kids were given an opportunity to win free prizes through activities. Kids were also provided with a “ball pit” to enjoy during the day. Program materials and additional lawn games were available for people to enjoy.
- **Halloween Stroll** – The Stoneham Recreation department once again offered free pumpkin carving and designing in the Town Common during the Halloween Stroll. The Department donated several pumpkins and design materials and aided kids as they created their own jack-o-lanterns to display.
- **Farmer Markets**- The Stoneham Recreation Department worked with the Stoneham Farmers Market to offer free recreation activities and competitions for markets throughout the spring, summer and fall. Programs included demos of our Sports Zone 101, Kids’ Test Kitchen, Kids’ Electronics and a sampling of our fun lawn games during the markets.
- **Town Common Egg Hunt** – Stoneham Recreation invited the Recreation Bunny to the Town Common for a fun day of egg hunts, crafts and free giveaways. The Recreation Bunny spent to afternoon dancing and taking pictures with all of the community members in attendance.
- **Movie on the Common**- In coordination with the other town groups, Stoneham Recreation offered free glow sticks and giveaways during the annual Movie on the common event in October.
- **Community Tree Lighting/ Train Rides** – Stoneham Recreation coordinated a new event in collaboration with the annual tree lighting on the common. Family train rides were set up on the Town Common for families to enjoy throughout the annual event for the Stoneham Community.
- **Pop-Up Stoneham**- Stoneham Recreation assists Pop-Up Stoneham with coordinating free events on the Town Common which included a cheer camp, mini-gold demo and kids cooking programs.
- **Health Fair Demonstrations** – In collaboration with the Stoneham Chamber of Commerce, Stoneham Recreation provided fun games and marketing information for healthy programming offered in Stoneham.
- **Relay For Life** – Stoneham Recreation supplied free jewelry and crown designing throughout the afternoon of the Relay for Life events at Stoneham High School.

- **Recreation Nights in coordination with town-wide meetings:** During specific town meetings and forums, Stoneham Recreation will provide recreational events for children in coordination with the time of the meetings to provide a resource for residents who wish to attend with their child.
- **Crafts in the Common** – From July through September, the Stoneham Recreation Department offered free craft activities on Friday mornings on the Common and in Steele Playground. The craft program included activities such as making dreamcatchers, custom jewelry and personalized mugs.
- **4th Grade Moving-On Icebreaker** – In collaboration with school PTO's and community partners, the recreation department coordinated a Field Day for graduating 4th graders as they transition to middle school. This event involved 10 icebreaker challenges, fun games, giveaways and lunch for all participants.
- **Ultimate Frisbee High School Tournament-** Along with the Stoneham Youth Coalition, the Stoneham Recreation Department helped to organize and hosted a Stoneham HS teen ultimate Frisbee tournament to help promote healthy and fun life choices outside of school.
- **Teen Video Game Expo-** Along with Microsoft, The recreation department collaborated to offer two free teen events where Stoneham High students were able to test the newest video games on 15 portable gaming units and jumbo projection screen.

**SCHOOL DEPARTMENT
STONEHAM SCHOOL COMMITTEE AND
SUPERINTENDENT OF SCHOOLS
July 1, 2017 – June 30, 2018**

School Committee members for the year were Marie Christie, Chair, Rachel Meredith-Warren, Vice-Chair, Shawn McCarthy, David Maurer and Nicole Nial. Marie Christie, after 36 year of service and Shawn McCarthy, after nine years of service on the School Committee did not stand for re-election in April. Jaime Wallace and Thomas Dalton were the newly elected members. At the annual reorganization meeting in May, Rachel Meredith-Warren was elected chair and David Maurer was elected Vice Chair. The Student Representative to the School Committee was Dylan Oesch-Emmel; and Marielle Avola and Dylan Oesch-Emmel were recognized as the recipients of the Massachusetts Association of School Superintendents outstanding senior award.

In July, the School Committee welcomed John Macero as the new Superintendent of Stoneham Public Schools.

2018-2019- Budget Highlights

Special thanks to the Stoneham School Committee, Stoneham Select-Board, Town Advisory Committee, Town Administrator, Town Accountant and Town Meeting for approving \$28,916,729.00 School Operating Budget. The budget was increased by 4.2% at \$1,182,087.00. Originally this amount would cover 1% COLA increases, step and lane changes, and required Special Education Out of District Tuitions and new Language Base programs. At the time of approval in May, the only new positions included were Language Base Grade 9 and a full time Music Teacher at Stoneham High School. As our Summer months progressed and we were presented with additional retirements, resignations, decreased out of district tuitions, and reallocation of current funding, the schools were able fund much needed new positions. The 2018-19 additions are as follows:

District Wide

- Reorganization of Directors – Assistant Superintendents
- Return – Secretary to Administration Office

- Part Time Special education Secretary
- Attendance Officer Stipend
- Safety Care District Wide Stipend

High School

- Full Time Music Teacher
- Full Time Language Base Teacher – Grade 9
- 2 Speech Support
- 3 Full Time ESP's
- 2 Part Time ESP's Hall Monitors
- Full Time In House Suspension Coordinator
- Full Time Social and Emotional Coordinator
- 2 Additional Therapeutic support
- Full Time Resource Officer
- .6 to Full Time Math Position
- Additional ABA Support
- MCAS Support
- 1:1 Chrome Books – Grades 9 and 10

Central Middle School

- 1.5 Music Positions to 2.0 Music Positions
- Full Time Additional Technology Specialist
- 1 Full Time ESP
- 1:1 Chrome Books – Grades 5-8

Elementary

- Full Time Assistant Principals at All Elementary Schools
- Additional Kindergarten Teacher – South School
- Additional Instrumental Support Grade 4 – All
- Additional Preschool Teacher and ESP – South
- Additional ESP's – All Schools
- Additional Chrome Books
- Two PE Blocks per Week - Elementary

Other significant activities during the year included the following:

- Initiation of a Good News Report to be sent to all staff and also posted on our website and Facebook page;
- Updated policies on Recycling, Pupil Absence Notification Program; Admission Requirement, Student Representatives;
- Appointed Nicole Nial as the official voting delegate at the annual business meeting of the Massachusetts Association of School Committees in November;
- A Superintendent's Entry Plan was presented by Mr. Macero;
- October 1, 2017 student enrollment was 2,345;
- Approved the submission of a sixth Statement of Interest to the MSBA for a High School project;
- The High School Feasibility Study was presented to the Committee in October with three options;
- The NEASC Committee voted to put the High School on warning for Standard VII: Community Resources for Learning. Deficiencies in building access for students with disabilities have all been addressed;
- Voted to approve the change in High School start time from 7:50 AM to 8:15 AM and the end time from 2:26 PM to 2:50 PM;
- 39 Students qualified to receive the John and Abigail Adams Scholarship;
- Voted not to participate in the state School Choice program;
- The School Committee, Student Representative and two Student Council members attended the MASC sponsored Day on the Hill in April;
- In May, third grade students from Robin Hood requested elimination of Styrofoam trays at all of the public schools – the Committee took favorable action;
- Endorsed the School Improvement Plans and noted the need to update the district strategic plan.

Two distinctive recognition services were held during the year. First, the Committee recognized the following staff members who retired during the 2017-2018 year:

Maureen Angelo, Special Education – Central Middle School
Sharon Bird, Principal – South School
Terese Chiuve, Paraprofessional – Colonial Park
Lena Higginson, Mathematics – High School
Anita Korzeniewski, Librarian – Central Middle School
Susan Lamm, Special Education – Central Middle School
Sandra Minotti, Secretary – South School
Alan Padula, Technology Technician – High School

Second, the School Committee awarded Crystal Apples to the following supporters of the schools:

Nancy Dapkiewicz, Art Teacher – Central Middle School
Lisa Gallagher, Community Member/Volunteer/Parent/Secretary at CMS
Detective Sergeant Robert Kennedy, Stoneham Police Department
Cheryl Pollack-Gearin, Community Member/Parent
Paul Sacco, Hockey Coach – High School

COLONIAL PARK SCHOOL

Enrollment at Colonial Park School for the 2017/2018 school year increased to 278 students, which was 11 more students than the previous year. Our kindergarten class had high enrollment with a total of 52 students. During the 2017/2018 school year, the staff, students and families of Colonial Park School focused on several important goals in the following areas: improvement of academic instruction and social-emotional learning for students.

New curriculum materials were introduced to support instruction of the Science and Technology/Engineering Standards. Teachers were provided with training that reviewed the state standards and explained the resources and materials available through Inspire Science, the curriculum we purchased. Staff was trained in both digital and print resources.

Gains in the monitoring and analysis of student assessments were realized in the 2017/2018 school year. Systems to gather data in a straightforward and consistent manner were considered. The goal was to provide accessible and reliable data at the school, classroom, and student level. To meet this need, the district purchased a data collection system, LinkIt! to gather, access, display, share and analyze assessment data.

Additional work was accomplished in the monitoring and analysis of literacy data. A district literacy team consisting of head teachers, lead teachers, reading teachers, principals and the curriculum director were trained in a data inquiry protocol. A major accomplishment of the team was an improved assessment process leading to high confidence in the validity of the literacy data. At Colonial Park School, this work was extended by the reading teacher's work with grade level teams around fidelity of assessment implementation.

In the academic subject area of mathematics, professional development was provided in assessment practices aimed at identifying gaps in student mathematical understanding. This work was paired with training in math interventions to target specific deficits. A collaborative structure was employed for this professional development. This was a particular strength of the training because it allowed teachers to learn with their grade level peers across the elementary district.

Colonial Park School worked closely with the Parent Teacher Organization to offer an array of enriching in-school programs and field trips. New during the 2017/2018 school year, the PTO purchased Dr. Seuss books for each classroom. During the week of February 26, 2018, students read the Dr. Seuss books and completed a fun craft activity. The PTO provided a number of family events to build the school community, such as a Halloween party, a family pasta night, and an ice cream social.

Colonial Park School sought to give back to the local, state, and national community during the 2017/2018 school year. The goal in supporting causes and community members was to teach our students about their civic responsibilities, which includes identifying needs you can help with and then contributing your time, effort or funds. Some examples of community outreach this year are: Food drives were coordinated at Thanksgiving and Christmas holidays; Collections were taken to Support Our Troops and send overseas; Coats for Kids were collected and donated; Students participated in Heart Health and raised money for the Heart Association; Students participated in Spirit Days to raise awareness and funds for various organizations.

An ongoing goal at Colonial Park School has been to develop our understanding of and respect for differences such as racial, ethnic, physical, gender, family structure, socioeconomic and cognitive difference. We believe this understanding is a fundamental part of being good learners, collaborators and citizens. To support this work, in the 2017/2018 school year staff reviewed how the Open Circle

curriculum supports diversity education. As a hands-on experience, several classes participated in a Pen Pal writing program with classes in other countries. This included a video chat where students could “meet” each other and see their classrooms. One highlight of the experience was when students from Brazil asked CP students about squirrels, which they had never seen. CP students were equally captivated to hear about the monkeys that freely roam Brazil. Throughout the year, multiple school-wide assemblies were held addressing inclusiveness & the “Golden Rule”. Discovery Night, a family event, was held in May 2018 to explore and educate about many diversity topics. For Discovery Night, each grade level completed a project to demonstrate and teach about a variety of diversity topics. The projects were displayed at Discover Night.

In summary, the 2017/2018 was an eventful and productive year for the Colonial Park School community.

ROBIN HOOD SCHOOL

Robin Hood School opened the 2017-18 school year with 382 students in Preschool through Grade 4. Robin Hood’s enrollment data indicates slight changes from the 2016-2017 school year. The total enrollment numbers reflect an increase of 3.8% from the previous school year. The number of students with disabilities decreased by 1.1% to 21.2%. 15.4% of Robin Hood students’ first language is not English, a decrease of 1.4% from 2016-2017. In addition, 5.2 % of Robin Hood students receive ELL services (a 0.8% decrease) and 40.6% of Robin Hood students meet the Massachusetts’ Department of Elementary and Secondary Education’s “High Needs” descriptor (no statistical change).

Throughout the 2017-2018 school year, the Robin Hood School community continued to work tirelessly to offer all students optimum opportunities for both academic and social emotional growth. A crucial component of this effort involved ensuring that 100% of our classroom teaching staff is trained in best practices for teaching a diverse student body including students with special needs, English Language Learners and students impacted by trauma. In addition, collaboration with our educational leaders enabled the entire elementary school community to reflect on our instructional practices. Specifically, we were able to continue to provide embedded professional development to teachers through coaching, modeling and direct professional development opportunities, thus directly increasing rigor and improving the educational experiences of our students.

Because of our continuous effort to emphasize the healthy social-emotional development of our students, we ensured all classroom teachers were trained in the Open Circle program for the 2017-2018 school year. We committed ourselves to Open Circle practices across the school in an effort to foster a culture where adults address situations using a proactive approach and students felt safe and cared for so learning can flourish. Every classroom teacher, preK-4, incorporated the Open Circle curriculum into their weekly instructional plans. Paraprofessional staff received additional training on how best to support students in crisis and manage challenging behaviors. We also continued to use the Robin Hood Recognition Tree initiative to reinforce a sense of community, honor students and emphasize character traits such as Sportsmanship, Patience and Tolerance.

Managing student anxiety was a key component of our social-emotional learning focus in 2017-2018. In addition to targeted instruction on anxiety management and the development of self-regulation skills, we identified and redesigned several anxiety producing components of the school experience. Specifically, in the areas of lunch, recess and ending the school year. We revised our lunchroom seating routines, introduced the recess Buddy Bench and created a “Move up Day” on the last day of school. All of these efforts translated into positive changes in the lives of Robin Hood students.

In addition to dedicating ourselves to the social emotional growth of each child, academics at the Robin Hood School were a priority during the 2017-2018 school year. In the area of literacy instruction, Robin Hood teachers were eager participants in the district wide elementary literacy program pilot. Teachers across multiple grade levels piloted the Lucy Calkins reading program and Pearson’s “Ready Gen” reading program. In addition, we updated our student Benchmark Literacy Assessments by transitioning from DIBELS 6th edition to the DIBELS Next assessment. We also adopted a comprehensive Literacy Progress Monitoring protocol for students in Kindergarten through 4th grade. By looking critically at our instructional tools and practices, we were able to make more informed and strategic decisions for our students in 2017 and 2018.

In the areas of STEM education, Robin Hood teachers enhanced Mathematics’ instruction through a strong collaboration with our district Math Coach. We also initiated Mathematics’ assessment protocols, similar to those we use in Literacy, to assess and monitor the progress of all students in order to inform classroom instruction and individualize interventions. The Inspire Science program was also adopted during the 2017-2018 school year. Through training and teacher collaboration we were able to emphasize Science and Engineering instruction through hands on and experiential learning. Finally, during the 2017-2018 school year Robin Hood teachers imbedded technology into instruction more so than ever before. Through the addition of Chromebooks and interactive whiteboards in every classroom, students were engaged in learning that will prepare them for the future.

Parental involvement continued to be another essential component of Robin Hood’s school culture in 2017 and 2018. In collaboration with parent volunteers, we were pleased to expand the BOKS program at Robin Hood. The BOKS Program is an activity-based program sponsored by Reebok in which physical activity “gives kids a body and brain boost that will set them up for a day of learning.” Over the

course of the 2017-2018 school year, over 50 students and trained BOKS volunteers started their day at sunrise multiple mornings a week in the Robin Hood Gymnasium. In addition, parents were regularly invited to participate in their child's education in several ways. All classrooms welcomed parents for a variety of special projects and learning opportunities. Parental involvement was essential in the success of numerous Robin Hood programs including (but not limited to) musical performances, art installations, author's breakfasts, Mathematics' Station Assistants, Science projects and Social Studies presentations. In addition, parent volunteers were utilized and appreciated in our classrooms, library, art class, computer lab and at our monthly used book sales. Our Parent Teacher Organization (PTO) was also very active and extremely generous again this year. The Robin Hood PTO sponsored several community-building events such as our Kindergarten Play Date, Stump Trivia Night, our Back to School Picnic, Robin Hood Bingo Night, our annual Ice Cream Social and our 2nd annual Robin Hood at the Red Sox event. The Robin Hood PTO committed over \$30,000 to fund field trips at every grade level and provide several enrichment experiences to our students. Enrichment activities this year included Eyes on Owls, The Discovery Museum's Bubbles Program, Curious Creatures, New England Aquarium's Traveling Tidepools, Electrical Gadgets, Top Secret Science, K-Rob, Ball in Hand and author Matt Tavares.

The collaboration between our school and the community continued to strengthen the experiences of both the staff and students at Robin Hood this year. In collaboration with the community at large, volunteers from the Mystic Valley Elder Services program worked closely with our Kindergarten and First grade students to further support literacy development in the classroom. Our third and fourth grade students also benefitted greatly from our collaboration with StonehamBank, which sponsored our Homework Club. Participation rates for Homework Club were at an all-time high, with over 125 students receiving support up to three days per week. In partnership with StonehamBank, we also offered Financial Literacy workshops to all 4th grade students. Finally, several community service projects were incorporated into our students' academic experiences throughout the course of the 2017-2018 school year. In collaboration with the Stoneham Food Bank, Salvation Army and the Girl Scouts, the Robin Hood School has supported and initiated projects such as a school wide food drive, the Butterfly Garden clean up, the Giving Tree and writing letters to recipients of the Meals on Wheels Program. These projects allowed the staff and students to demonstrate our appreciation for all of the support we've received from the Stoneham community and give back to those in need in real and meaningful ways.

SOUTH SCHOOL

South School began the 2017-2018 school year with 319 students in Kindergarten through Grade 4. There were 15 classrooms and over 40 staff members. We welcomed new staff members to our building including Ms. Jennifer Mawn-Carney, Special Education Teacher and Ms. Emily Nazzarro, School Psychologist.

Staff continued to focus on academics throughout the school year. Classroom teachers in grades K - 4 implemented new science curriculum, McGraw Hill Inspire Science. This new curriculum meets the Massachusetts Next Generation Science Standards. Training was conducted throughout the school year to support this implementation.

ELA continues to be a major focus at South School. The focus continued this year on assessment practices and determining how to use them effectively to monitor student progress and inform instruction. The South School data team was formulated and included the principal, lead teacher, head teachers, and reading teacher. The team met with individual grade level teams throughout the school year to review data gathered through various ELA assessment tools. Intervention plans were developed and student progress was monitored throughout the school year. In addition professional development opportunities were provided for classroom teachers to support ELA instruction.

Rotating weekly grade level math meetings were scheduled throughout the school year with the district Math Coach. This allowed direct support for classroom teachers as they continued to provide differentiated instruction at each grade level. The math coach was able to focus on specific needs at each grade level to improve instruction and support ongoing student learning and growth.

The South School Community Committee and staff built upon the work of the previous year in building a stronger community through Community Gatherings and other initiatives. This year the focus was on the book, *Only One You*, by Linda Kranz. Each student and staff member at South painted a rock that was uniquely their own. The rocks were put into custom built cases and are now proudly on display along the window sill in the stairwell of South School.

School personnel continued to work collaboratively with the South School PTO to support students and their families. The PTO continued to work together to offer students enrichment programs to supplement the curriculum. Each grade level is provided with multiple enrichment activities at South School as well as field trips to other locations. Some of the community outreach programs included Coats for Kids, Toys for Local Children, Crayons to Cradles, Food Drives at the holidays, Letters to Troops as well as fund raising events such as the collaboration of the art teacher, students and the PTO with Square One Art.

In summary, the South School staff worked collaboratively throughout the school year to support the academic and social/emotional growth of all its students.

STONEHAM CENTRAL MIDDLE SCHOOL

Stoneham Middle School is made up of grades 5, 6, 7 and 8. As of October 2017, the student population of 687 breaks down as follows: 174 students in grade five, 170 students in grade six, 171 students in grade seven and 172 students in grade eight. The schedule at the middle school engages students in more than 900 hours of time-on-learning. Core academic offerings include: English Language Arts, math, science, and social studies. Students participate in physical education, art, music, health, world languages (French, Spanish or Italian), reading/ study skills, math enrichment and instructional technology. Additionally, Stoneham Middle School offers chorus and band to its students during its Activity Block which meets every Day Two of its six day cycle. Students who do not choose to participate in these offerings take part in a directed study or peer tutoring.

In keeping with our mission to provide a safe and drug-free environment, we continue to keep an open line of communication with the police department.

The PTO funded several enrichment programs. The New England Aquarium spent a day with our seventh graders visiting tidal pools on Winter Island in Salem, Massachusetts. Grade five classes enjoyed a field trip to the State House and Boston Tea Party Museum. “The sixth grade went on a field trip to the Museum of Science in Boston. The eighth grade went to the Moakley Courthouse.

Through the generosity of local businesses and the hard work of our PTO, many initiatives were offered to our students. The Middle school continues to offer a three season, intramural sports program providing students an opportunity to participate in a variety of after school activities, including the Chess club, Current Events Club, Junior Great Books, Math Team, Walking Club, Science Club, Track, Project Adventure, and Gardening Club. The Drama Program continues to flourish through a grant by Stoneham Business and Community Education Foundation. The students put on an outstanding performance of “ School House Rock Live”. The art club and jazz band are two popular after school clubs thanks to the generosity of the SBCEF. In addition, we continue to build strong bonds between faculty and students through our teacher student basketball game and teacher student hockey game. The Hockey game raised over \$2000 dollars to help middle school families who are experiencing hardships.

Twelve 8th grade girls went to the WISE (Women in Science and Engineering) conference at Salem State University. WISE introduced middle school girls from the North Shore and surrounding areas to professions that require a background in science, engineering and mathematics

The school-wide and grade-specific enrichment programs would not be possible without the fundraising and grant writing efforts of the Stoneham Middle School PTO and the support of our Stoneham Middle School families.

The Middle School continues to work toward “going green.” Student Advisory Council picks up all classroom recycle bins once a week. In addition, the students ran a food drive collecting and delivering over 90 cases of food to a local food pantry located at the First Congregational Church in Stoneham. A pajama day which students paid five dollars to wear pajamas raised fourteen hundred dollars with the proceeds going to the Community Outreach Committee of the PTO to buy presents for middle school students whose families are enduring financial hardships at the holidays. The students also raised two hundred dollars for the Jimmy Fund.

Grades 5 and 8 took the MCAS Science test. Grades 5 through 8 took the MCAS online testing in ELA and Math. All Massachusetts schools with sufficient data are classified into one of five accountability and assistance levels, with the highest performing in Level 1 and the lowest performing in Level 5. We are happy to announce that the Central Middle School was once again rated a Level 1 school.

The Middle School strives to provide quality instruction and to create multiple learning opportunities where students of diverse learning styles and abilities can be successful.

STONEHAM HIGH SCHOOL

The enrollment at Stoneham High School on October 1, 2017 was 676 students in Grades 9 -12. This is a decrease of seven students from October 1, 2016. The size of the Class of 2018 decreased by 6, the number of students in the Class of 2019 decreased by 6, the number of students in the Class of 2020 decreased by 4, and 180 students enrolled as members of the Class of 2021. For the 2017-2018 school year, Stoneham High School welcomed eight new staff members: Jessica Anthony, Paraprofessional; Christopher Cacciatore, Mathematics; Karen Cann, School Secretary; Michele DerVartanian, Therapeutic Coordinator; Erik Mackay, Science/Mathematics; Tracy Ryan, Paraprofessional; Cynthia Shaw, Instructional Technology; Alayna Teneriello, Special Education

The students and staff continued to embrace our core values: Curiosity, Integrity, Responsibility and Community. Students were recognized for putting core values in to practice. Students and staff met in advisories monthly and participated in discussion or activities about school climate, our core values, and how we can support the greater community. In May, the last advisory of the 2017-2018 year was a school-wide lunch with indoor and outdoor games and competitions. Students and staff alike participated with one another.

Peer leaders and SPARC leaders led tours for incoming freshmen. These same student leaders participated in the annual SHS November Open House for current eighth graders at the Central Middle School and private schools in Stoneham.

All members of the Class of 2018 met the MCAS requirements for graduation.

In April, Speaker of the Massachusetts House of Representatives, The Honorable Robert DeLeo, visited with the Class of 2018 and encouraged the seniors to explore their passion as they move to higher education and the working world.

In May, members of the Spartan Chorale, Concert Band and Jazz Band, as well as several staff members, performed in a celebration of the past and future of SHS Music Groups. Many alumni and two former directors, Dr. Frank Abrahams and Ms. Karen Livingston, travelled a distance to conduct a blended chorus of current students and graduates.

Unified Arts Department

In January, we welcomed Ms. Nicole Strout to the Family and Consumer Science Department. Teachers continue to update and vary experiences for students who study food science, fashion and child development.

The Family Consumer Science Department continued to work with Rotary International and many Stoneham Community organizations to offer support with catering dinners of varied size. Produce from the school garden continued to be used in all Foods and Nutrition and Culinary classes.

Fine Arts Department

In celebration of 'Youth Art Month' in March, Stoneham Central Middle School students' artwork was showcased at the Stoneham Public Library. 'Youth Art Month' is a statewide initiative to focus public awareness on the importance of quality art programs in our schools. Over 75 pieces of artwork by students in grades 5-8 were included in the exhibit, which was curated by Middle School art teachers Nancy Dapkiewicz and Christopher Titus, and mounted in the library gallery area. Middle School art teacher Nancy Dapkiewicz coached the middle school art club members in designing and producing all of the sets and props for the SCMS spring musical, Schoolhouse Rock Live! Jr.

In November of 2018, students in Danielle Catalano's Studio Art class created paintings for Medicine Wheel Productions' World Aids Day installation piece in South Boston.

Under the direction of Sarka Plihalova, elementary art teacher, Robin Hood 3rd grade student had a painting created in art class included in the Boston Children's Hospital 2019 Calendar.

The K-12 Fine Arts Department hosted another successful district-wide May Arts Festival. It included artwork from students grades K-12, and music performances from the middle and high school chorales.

Under the direction of Len Simboski, Middle and High School Music Teacher, the High School Jazz and Concert Bands participated in the following performances: Stoneham Town Day, Veterans Day, the Stoneham High School Holiday Concert, the Middle School Winter Concert, Carnival Ball, the All-Town Concert, the Spring Concert, the Fine Arts Festival, the Stoneham Memorial Day Parade, the Middle School Spring Concert, and the Stoneham Fine Arts Fund Raising Dinner. Mr. Simboski's High School Jazz band also participated in the UNH Jazz Festival, where Outstanding Soloist Awards went to Ezra Walsh and Ross Blauvelt. For the SHS Spring Musical, Len Simboski conducted the pit band, which was comprised of current and former students and professional musicians.

Under the direction of Mr. David Parry, Middle School Music Teacher, student groups participated in the Middle School Winter and Spring Concerts, the All-Town Concert, and the Fine Arts Festival. Mr. Parry also directed the middle school's spring musical, Schoolhouse Rock Live! Jr.

Under the direction of Stephanie Sousa, Elementary and High School Music Teacher, students participated in the following: the South Elementary School Winter Concert, the South Elementary School Spring Concert, Stoneham High School Winter and Spring Concerts, Stoneham High School Carnival Ball, the May Arts Festival, the All-Town Band Concert. Ms. Sousa also conducted the newly-formed Flute Ensemble at the Middle School's winter and spring concerts. Additionally, under the direction of Ms. Sousa, High School Spartan Chorale student Michela Fleming, auditioned for and was accepted into the Northeastern Senior District Chorus.

Under the direction of Mrs. Joan Kuhn, Elementary School Music teacher, the student groups participated in the following: The Colonial Park Winter Concert, the Colonial Park Spring Concert, the Robin Hood Winter Concert, the Robin Hood Spring Concert, and the All-Town Band Concert.

The Stoneham High School Drama Club participated in the Massachusetts State Drama Festival with the one-act play *The Missing*. Multiple students were selected for All-Company awards for both acting and technical/production work.

English

Middle School:

MCAS: All grades 5-8 had higher percent of students who met/exceeded expectations compared to state results.

In the fall of 2017, Grade 5 ELA/SS teacher, Kathryn Morin moved in to the Grade 7 ELA position that was open due to a retirement. Her vacant Grade 5 ELA/SS position was then filled by Jennifer Whitman. A new Grade 8 Language Based ELA classroom was piloted with co-teachers Patrick Gahan (ELA) and Jina Spinella (Sp. Ed). Graphic novels were used to complement the Grade 8 English Curriculum. In addition, a co-taught STRIDE class was also piloted with Christopher Catananzano (ELA) and Jamie Delaurier (Sp. Ed). Galileo, an online reading comprehension assessment, was piloted in the spring of 2018 with Sarah Fennelly's Grade 5 classes and the STRIDE class.

High School:

MCAS: 94% of sophomores earned Advanced or Proficient compared to the state average of 91%

Advanced Placement:

Language and Composition (Grade 11): 80% of 45 students earned a passing grade of 3 or higher

Literature and Composition (Grade 12): 57% of 28 students earned a passing grade of 3 or higher.

The Phil Riley Poetry Contest as well as outside contests offered many writing opportunities for all students. Seniors in the Creative Writing class interviewed senior citizens from the Stoneham Senior Center; the interviews were published in the local paper. ATLAS writing was completed for English electives, Film Study and Creative Writing by Briana Nims. Sophomore and seniors watched in-school, live performances of *Macbeth* and *Hamlet*, respectively, performed by the Boston Theater Co.; the cost was funded by the Stoneham Business and Community Educational Foundation, Meld, Inc. and the National Coalition for Education and Cultural Programs.

Mathematics

In the 2017-2018 school year, the mathematics department at Stoneham Central Middle School hired Ms. Carley Stauffer for the new position of Mathematics Enrichment teacher for all students in grade 5 and for one class of students in grade 7. Ms. Kaleigh Laventure was hired to become the Mathematics Enrichment teacher for grades 6, 7, and 8.

Stoneham High School welcomed Mr. Erik Mackay and Mr. Christopher Cacciatore to the mathematics department. Mr. Mackay is certified to teach both mathematics and science, and taught four mathematics courses and one science course this year. Mr. Cacciatore came to us from teaching at Methuen High School and Mr. Mackay had been teaching in Lawrence.

The curriculum focus at the high school for this school year was to add an AP Statistics course to our offerings at the high school. Mr. Mackay offered to teach this course and take the necessary AP training over the summer. At the middle school, some mathematics teachers received additional training in teaching students with particular special needs, in anticipation for teaching mathematics courses for these students.

The updated version of the MCAS assessment meant training for our teachers in the types of questions that would be asked. In some multiple choice questions for example, more than one answer could be chosen. Most of the types of questions remained the same, although the means for answering the questions was very different, because the test was given online. Passing this test remains a requirement for high school graduation.

Technology use continues to increase in the mathematics department. It is used to supplement good instruction and not to supplant it. In the middle school, Quizizz has replaced Kahoot as the most popular means for reviewing, based on student feedback. The online

gradebook continues to be PowerSchool this year, making it possible for parents and their students to keep track of how they are doing in each class. Galileo is used for practice in online testing three times a year (beginning, middle, and end of the year) in the middle school. This tool also provides data to the teachers, allowing them to better understand the needs of each student before taking the MCAS. All mathematics classrooms have SMARTBoards or Interactive Whiteboards, document cameras, and access to a cart of ipads or Chromebooks. We continue to have workshops for training in more technology use. Teachers are preparing for teaching students who come to class with their own Chromebook laptop (the one-to-one program), making it convenient to use technology when teaching.

The high school and middle school math teams worked hard and did well this year. The high school math team continued to be coached by Mr. Michael Luyet. Ms. Michelle Zavez remained the coach of both math teams in grades 5 through 8. Our congratulations go out to the SCMS Math Teams, which continue to do well in the Intermediate Mathematics League of Eastern Massachusetts, playing against Lynnfield Middle School, Wakefield Middle School, and Melrose Middle School. We wish to thank the school, parents, and StonehamBank for all the support they continue to provide.

Fourteen students passed the Advanced Placement (AP) Calculus AB exam. With passing scores, these students have already completed a semester of a college Calculus course. The mean average of the scores was 3.05, which is the highest it has been in the last three years.

MCAS test results from spring 2018 have come in. In the high school, where our students began online testing for the first time, 79% of our students earned the desired score of proficient or higher on the MCAS, which was slightly better than the state (78%). In the middle school, in which the online testing was implemented for the second time in Stoneham, 57% of our fifth grade students scored in the top two levels, while only 46% of students in grade 5 scored in those levels in the entire state. In the sixth grade, 38% of our students scored in the top two levels (48% in the state). In the seventh grade, 39% of our students scored in the top two levels (46% in the state). In the eighth grade, 68% of our students scored in the top two levels, which was fantastic, considering only 49% of eighth grade students in the state scored in the top two levels. Even more exciting was the increase in student growth, which was higher than the state in all middle school grades. In fifth grade, the mean of student growth was 62.4% and the median was 63.0%, while the state was 50% in both averages. In sixth grade, the mean of student growth was 51.7% and the median was 56.0%, while the state was 50% in both averages. In the seventh grade, the mean of student growth was 55.4% and the median was 54.5%, while the state was 50% in both averages. In the eighth grade, the mean of student growth was 76.2% and the median was 85.0%, while the state was 50% in both averages. Even with such good results, we in the mathematics department continue to work hard to find better ways to help our students learn and improve.

Science

The Central Middle School Science teachers, grades 6-8, continue to take their students on dynamic and interactive field trips thanks to the help of PTO funding. The seventh grade teams worked with the New England Aquarium and to explore and learn about the sandy and rocky coast of Winter Island in Salem MA. Our eighth grade teachers continued the tradition of taking twelve female students to the W.I.S.E. (Women In Science and Engineering) conference at Salem State University. The girls spend the day participating in workshops run by female scientists and engineers.

Our eighth grade students completed several projects that had the students use Science, Technology, Engineering and Mathematic approaches, these included building Rubber Band Powered Vehicles, Thermoses that insulated popsicles and Rube Goldberg Machines

Our high school Astronomy class taught by Jon Roberts, continued their association with the Mars Student Imaging Project which involves creating research presentations for scientists associated with NASA and Arizona State University.

Our AP Environmental Science students along with the Sustainability Squad raised and released marbled salamanders into Middlesex Fells Reservation through a partnership with Zoo New England's Grassroots Wildlife Conservation. The Stoneham High School Marbled Salamander Reintroduction Project was funded by the Stoneham Business and Community Educational Foundation.

Licensing was continued for our middle and high school teachers to use JogNog with their students in order to prepare for the 8th and 10th grade science MCAS tests. Stoneham continues to rank among the top schools for JogNog use in the state.

Our fifth grade MCAS scores took a huge leap forward with 63% of students achieving advanced or proficient. We feel that our fifth grade NGSS curriculum and the tested standards have finally meshed and now the test results truly reflect the great work that is being done in our 5th grade science classrooms.

Our 8th grade MCAS scores increased again this year and remained well above state average, with 59% of our students achieving advanced or proficient. We believe that this group of student's improved scores reflect having had excellent science instruction beginning in the 5th grade, as they were the first group to attend SCMS as fifth graders.

Our 10th grade MCAS scores were good this year with 42% reaching Advanced and 38% at Proficient. That combined score brings us to 80% of our sophomores at advanced or proficient.

AP Physics scores were excellent with an average score of 3.42, with two 5's and three 4's from the 12 students who took the test. The AP Environmental Science scores were also good, averaging out at 3.22, with two students scoring 5 and nine students scoring 4 out of the 18 students taking the test. In addition, there were individual scores in Chemistry (5), Physics C Electricity and Magnetism (5), and Physics C Mechanics (5).

Our Peer Leadership program continues their relationship with the NAN project, a group that focuses on teen depression and suicide prevention organizing awareness events throughout the school year. The Peer Leaders have also taken part in assisting teachers during our monthly Advisory meetings. They continue their partnership with the RISE students which culminated in two major events, participating in Carnival Ball with a group dance act and attending the Special Olympics at Malden High School. The Peer Leaders represented Stoneham High at the ADL's Annual Youth Congress. Our Peer Leaders ran workshops on the theme "Courageous Conversations".

Our high school Health teacher continues to partner with our substance abuse counselors, working with the student substance abuse coalition, who have organized student events both at the high school and middle school, promoting substance free living.

Social Studies

During the past year, social studies teachers in grades five through twelve focused their professional development around the new History and Social Science Framework Document released in January of 2018. They continued their participation in many, varied professional development programs. Specifically, teachers focused on continuing the work of implementing document-based questions (DBQs) at each grade level in both the Middle and the High School using the dbqonline program. Also, teachers in the Social Studies Department participated for the sixth year in a consortium hosted by Primary Source, a Watertown-based global education professional development provider. Seventh grade teachers planned for a pilot program of the National History Day (NHD) framework. Teachers at the middle school continue to adapt the new Civics course in light of the state's newly adopted Framework Standards for History and Social Science. At the High School, teachers undertook planning for a course realignment to bring the department's offerings in line with the new state frameworks.

Students in social studies classes continued to perform well in the National History Day program at the school, state, and national levels. Three hundred and forty two students participated in the NHD program at the eleventh annual Stoneham High School History Fair. Nineteen High School projects moved on to compete at the regional History Day competition hosted at the Stoneham Central Middle School in March. Eight High School projects and one Middle School project earned spots at the Massachusetts History Day state contest and four projects were chosen as National Finalists from Massachusetts. Five students competed at the NHD National Contest in College Park, MD in June and one placed in the top ten of those competing in her category.

Thirty six students took the Advanced Placement (AP) United States History course and eighty six percent scored higher than a three on the corresponding AP United States History Exam. Twenty students took AP and more than half earning a score of three or higher.

Social Studies teachers, through the Department's ongoing Civic Awareness Campaign, helped to place several students in internships with state and local political campaigns, encouraged students to register to vote, sent student representatives to Student Government Day and nominated a recipient for Law Day.

Foreign Language

Stoneham High School had thirty-nine students take the Advanced Placement Exams for Foreign Language; fifteen Italian, five French and nineteen Spanish. Students were successful across the board; most receiving college credit.

At the Central Middle School, students participated in several contests. Three French students won prizes in poetry. Several 8th grade French students worked on independent projects for possible induction into the French National Honor Society. Grades 6, 7 and 8 Italian students continue to work on Project Based Learning and Game Based Learning for the learning and practice of foreign language. Additionally, all languages are using their Chromebooks/technology for the interactive nature of the programs.

At the High School, students participated in many field trips and events this year, including: outings to the Museum of Fine Arts (an annual trip by Spanish students focused on the Hall of the Americas), a visit to La Fete de la Francophonie (which is a celebration of French Language and Culture, sponsored by the French Consulate), attendance at many authentic restaurants and enjoying stage productions.

The Foreign Language Club currently has more than forty members. The French Club currently has more than sixty members. Both clubs organize and participate in numerous monthly and bi-monthly activities, including: attendance at cultural events, gathering for movies and community service projects.

The Foreign Language Department celebrated Foreign Language Week in March with various cultural activities. The students undertook activities such as movie nights, decorating, presenting, and daily trivia/announcements. The week was very successful in terms of students and community participation to increase awareness and celebrate cultural diversity. Additionally, the French students at the Middle School celebrated National French Week which included many activities such as projects and presentations.

GUIDANCE DEPARTMENT

Stoneham High Guidance Department Mission Statement

The mission of the Stoneham High Guidance Department is to work with students, faculty and families to promote learning, goal setting and the development of personal, social and civic responsibility in accord with the school and district goals. We believe that all students can be successful learners and should be aided in the development of a realistic future plan through career and college exploration and self-evaluation.

The goal of the Guidance Department is to assist each student in developing the academic, civic and social skills necessary to be healthy, responsible contributors to society. The major functions of the guidance department are educational, personal, college and career counseling, and group testing.

System-Wide Testing Results

Testing results are detailed on the following pages. SAT, ACT and AP scores for high school students are included.

Testing and Future Planning

Tenth graders were offered career interest inventories and began the career and college exploration process using the Mass CIS website. Eleventh graders were introduced to the Naviance program to aid them in their college exploration process. All 11th graders planning to attend college were encouraged to take the PSAT in October, the test was also open to 10th graders. The SAT is offered to interested high school students at Stoneham High four times each year. 83% of the Class of 2018 took an SAT.

SAT Results

The results of the Scholastic Aptitude Tests of the College Entrance Examination Board taken by Stoneham High School students in the class of 2018 were:

Scholastic Aptitude Test Scores Class of 2018			
SAT	SHS	MA	USA
Evidenced based Reading and Writing	564	562	536
Math	559	563	531

ACT

Compared to the SAT, a relatively small number of SHS students take the ACT. While 126 members of the class of 2018 took an SAT only 24 students took the ACT.

Below are the average scores of SHS students compared to students in MA and Nationwide. The ACT is scored from 1-36 with 36 being the highest score.

SUBJECT	STONEHAM	STATE	NATIONAL
English	23.7	25.5	20.2
Math	23.5	25.2	20.5
Reading	23.8	25.9	21.3
Science	24.3	24.7	20.7
Composite	24.0	25.5	20.8

AP Testing Program

Below are the results of the 2018 AP Testing Program for SHS students. In 2018, 132 students, including 4 unreported grades, 1 freshman, 1 sophomore, 72 juniors, and 54 seniors took one or more AP tests. In all, 253 tests were administered. The 54 seniors who took AP tests represent 36% of the class of 2018. 68% of SHS students scored a 3, 4, or 5 on their AP tests as opposed to 70% statewide and 61% globally on the same tests.

SUBJECT	# of students in each score category					TOTAL TESTS	% SCORING 3 – 4 – 5 SHS/Globally
	5	4	3	2	1		
Calculus AB	3	1	10	6	0	20	70/57
Calculus BC	1	0	0	0	0	1	100/80
Chemistry	1	0	0	0	0	1	100/63.8
Computer Sci. Principles	2	4	1	0	0	7	100/68.9
English Lang/Comp	6	14	16	9	0	45	80/57
English Lit/Comp	2	7	7	12	0	28	57.1/47.2
Environmental Sci.	2	9	1	3	3	18	66.7/47.3
French Lang. & Culture	0	0	3	2	0	5	60/76.3
Italian Lang. & Culture	1	2	7	5	0	15	66.7/67.2
Physics 1	2	3	4	2	0	11	81.8/39.7
Physics C: Electricity and Magnetism	1	0	0	0	0	1	100/71.6
Physics C: Mechanics	1	0	0	0	0	1	100/76.5
Psychology	2	8	9	11	13	43	44.2/65.6
Spanish Lang. & Culture	1	8	8	2	0	19	89.5/87.7
Statistics	0	1	0	0	0	1	100/60.2
Studio Art: 2-D Design Portfolio	1	0	0	0	0	1	100/84.4
U.S. History	9	6	16	5	0	36	86.1/51.8
Total in each Category	35	62	82	57	15	253	70.8/64.8

Developmental Guidance

The Guidance Department's mission encompasses much more than testing. School counselors meet with students individually to assist with academic advising, social emotional support, and career and college advising. In addition, counselors present classroom lessons to students in grades 9 – 12 on transition, time management, study skills, goal setting, graduation requirements, understanding their transcripts, understanding GPA and how to calculate their own, scheduling and future planning. In addition, counselors have implemented a pilot program titled, "Five Minutes of Daily Mindfulness" in a variety of classes. Evening programs are held for students and their parents in 8th, 10th, 11th and 12th grades. These evening meetings cover transition to the high school, future planning, understanding the PSAT, the college application process and financial aid. The guidance staff, teachers and administrators function as an effective team assisting students in post-secondary planning. The follow-up report of the future plans of the members of the Class of 2018 is shown below:

Future Plans Class of 2018

FOUR-YEAR COLLEGES	78%
TWO-YEAR COLLEGES	11%
OTHER SCHOOLS	4%

MILITARY SERVICE	.6%
EMPLOYED	2%
OTHER PLANS/UNDECIDED	4.4%
TOTAL	100.0%

Director of Technology/STEM Coordinator
July 1, 2017-June 30, 2018

“Technology will not replace great teachers but technology in the hands of great teachers can be transformational.” George Couros

As the years go on, and the use of technology becomes ubiquitous across our lives, we have fielded a number of questions from parents and staff regarding “screen time” and how students use technology in school. I want to share our Vision and Mission for the use of technology in Stoneham Schools and explain our goals for our students. I have also included some of the standards that are applied throughout our student’s academic career in Stoneham.

Vision

Stoneham Public Schools is dedicated to using technology to enhance the teaching and learning environment of all members of the school community. Our community is an informed user base that effectively uses technology to both consume and create information, to collaborate and communicate in a variety of mediums and methods. Every student is prepared to master the current information landscape, to be productive, ethical workers in the global environment.

Mission

The district technology goals focus on the following areas:

Classroom –Digital Citizenship, Creativity, Collaboration, Communication, Instruction, Assessment, Assistive Technology

Access-Staff and students have access to current technology tools 24/7. Building based technical and instructional supports are available.

Skills-We provide resources to staff and students in support of their use of technology. A variety of professional development opportunities are offered that are timely, focused, and on-going. Teachers are proficient in supporting student use of technology

Environment-Policies, Culture, Finances, Security and Data Management

The Massachusetts State Digital Literacy and Computer Science Frameworks guide our instruction and are applied at all grade levels. Through technology classes in grades K-4, through STEM and technology classes at the middle school, and through integration into content areas at the high school, we support and encourage the meaningful use of technology across all disciplines. The following are some of the highlights of the DLCS for each grade range:

Grades K-2

Computing and Society (CAS)

- Understand basic safety and security concepts and basic understanding of safe information sharing.
- Explore what it means to be a good digital citizen.

Digital Tools and Collaboration (DTC)

- Develop basic use of digital tools to communicate or exchange information.

Computing Systems (CS)

- Understand that computing devices take many forms and have different components.
- Explore human and computer differences to determine when technology is beneficial.

Computational Thinking (CT).

- Create and enact a simple algorithm.
- Create a simple computer “program.”

Grades 3-5

Computing and Society (CAS)

- Understand safety and security concepts, safe and appropriate use of technology, and how to deal with cyberbullying.
- Demonstrate responsible use of technology, digital content, and interactions.

Digital Tools and Collaboration (DTC)

- Use digital tools and keyboarding skills to publish multimedia artifacts.
- Develop intermediate research skills to create artifacts and attribute credit.

Computing Systems (CS)

- Use different computing devices, and troubleshoot and solve simple problems.
- Differentiate tasks that are best done by computing systems and humans.
- Understand the components of a network and basic network authentication.

Computational Thinking (CT)

- Create a new representation and breakdown a larger problem into sub problems.

- Understand databases and organizing and transforming data.
-

Grades 6-8

Computing and Society (CAS)

- Understand consequences of inappropriate technology use, including harassment and sexting.
- Examine the impact of emerging technology in schools, communities, and societies.
- Evaluate digital media bias and messaging.

Digital Tools and Collaboration (DTC)

- Use a variety of digital tools to create artifacts, online content, and online surveys.
- Communicate and publish online.
- Advance research skills.

Computing Systems (CS)

- Understand hardware and software components of a computing device; troubleshoot hardware and software problems.
- Differentiate tasks/problems best solved by computing systems or by humans.
- Understand that network components carry out specific functions to connect computing devices, people, and services.

Computational Thinking (CT)

- Create a new representation, define functions, and use decomposition.
- Write, debug, and analyze advanced algorithms and basic programs.
-

Grades 9-12

Computing and Society (CAS)

- Interpret license agreements and permissions.
- Examine the impact of technology, assistive technology, technology proficiencies, and cybercrime in people's lives, commerce, and society.

Digital Tools and Collaboration (DTC)

- Advance research skills including advance searches, digital source evaluation, and synthesis of information.

Computing Systems (CS)

- Select and use 'best' computing devices to accomplish a real-world task.
- Evaluate the benefits of using a service with respect to function and quality.

Computational Thinking (CT)

- Create a new representation through generalization and decomposition.
- Write and debug algorithms in a structured language (pseudocode)..
- Use an iterative design process to create an artifact or solve a problem.
- Create models and simulations to formulate, test, analyze, and refine a hypothesis.

Along with general technology skills and understanding, we continue to expand our STEM offerings to Stoneham High School. Through our original grant from Project Lead The Way (PLTW) we have expanded our computer science and biomedical course offerings.

As always, I am thankful to the school community and the community at large for their ongoing support our or many goals.

Respectfully submitted,

Kathy Martin

Executive Director of Technology/STEM Program Coordinator

PHYSICAL EDUCATION AND ATHLETICS

The Physical Education and Athletic Department conducts a variety of programs including, but not limited to, required Physical Education, Adaptive Physical Education, and an Interscholastic Athletic program. These programs were planned with attention to equal access to program offerings and facilities.

Our eight physical education teachers and one adaptive physical education teacher, grades K-12, follow the physical education curriculum and present the proper physical conditioning for appropriate activities as well as teach skills in a safe and sequential manner.

The current fitness-testing program consists of the following:

- Screening test - grades K, 1, & 2
- Youth physical fitness test-grades 4, 5, 7, & 8

- Health-related test - grades 3, 6, 9, 10, 11, &12

Our objective is to combine assessment of our fitness program with practical follow-up on why and how to stay fit for a lifetime. The School Department web page has its foundation set to communicate to students and their parents more information about the testing.

Our athletic program is made up of 25 varsity interscholastic sports, 14 sports for the girls' program and 11 sports for the boys' program. In total, there are 46 high school squads including freshman, junior varsity and varsity. The overall goal of the athletic program at Stoneham High School is to provide equal opportunity for all student-athletes to reach their full potential as members of competitive teams. Each sport and each level of participation has specific goals and objectives, which fit into the framework of the athletic program.

During the past 2017-2018 school year, 851 slots were filled by participants in our sports program (fall - winter - spring) this is up from last year's number of 846. In our senior class of 170 students, 92 students played a sport in their senior year (55% of the senior class involved in at least one sport their senior year). 133 students from the class of 2018 participated in at least one sport in their 4-year career at Stoneham High School; at 80%, this number is impressive, this percentage remained the same from the previous two years.

2017 – 2018 Major Accomplishments

Fall Season: The New Year started with some outstanding team and individual success. Boys Cross Country team worked diligently to improve, but ended the season with a 2-3 record. The individual success continued to shine as Eoin Dooley and Jake Luongo were named to the M.L. all-star team. Girls Cross Country had an incredible year finishing the season with a 5-0 record and clinching the M.L. Championship. The team was led by 3 All-Stars Angela McKenzie, Jenn Overlan and Marielle Avola. Marielle also earned MVP of the league and both Boston Herald and Boston Globe All-Scholastic. Field Hockey was also a hard working team, but struggled in the wins column. They finished the season 3-12-1 behind 2 All-Stars – Giana Beauclair and Paige Jordan. The golf team finished the season with a 5-8 over-all record. Luke Nusslein represented Stoneham on the ML All-Star team. Our Boys soccer team continues to improve and take steps towards their goals. The boys qualified for the state tournament with an overall record of 5-11. We lost to St. Mary's in the first Rd. Caio Barbosa was named League All-Star. Our girls soccer team had an outstanding season. The Spartans finished the season with a 16-2-3 overall record which clinched the ML championship. The girls continued their winning streak in the tournament up to the semi-finals where they lost in sudden death OT. We had 4 League All-Stars Amanda Caldarelli, Samantha Caldarelli, Kaitlyn Driscoll, and Alyssa McCarthy. Amanda Caldarelli also captured the M.L. MVP as well as Boston Herald All-Scholastic. The volleyball team finished the season with a 2-17 overall record. The team continues to work hard and build. Our Swim team finished the season with a 4-4-2 record. We had some great individual performances by many swimmers, but none more impressive than Mackenzie Day. Mackenzie was dominant all year and was recognized as a league All-Star for the season, along with Gracie O'Connell. Football had a great season with a record of 9-3. They were Div 6 North Champions as they dominated the playoffs week after week. They lost a close game in the state semi-finals to Middleboro. The Spartans bounced back the following week and beat Reading in the Thanksgiving game for the second year in a row. Led by 6 M.L. All Stars Will Carino, Christos Argyropoulos, Joe Dantona, Brendan Godfrey, Kevin McShane and Tre Pignone. Tre also captured the M.L. MVP award and was named to both Boston Herald and Boston Globe All-Scholastic teams.

Winter Season: Gymnastics is always a very competitive team and this year they finished 3-4, but also had some outstanding individual accomplishments. We had 2 M.L. All-Stars, Keara Cronin and Max Davis. Girls Indoor Track continued the domination from cross country and finished the season with a 5-0 record capturing the M.L. Championship. Marielle Avola was undefeated in the mile and cracked the top 10 in the state. Marielle recorded the 3rd fastest time for SHS history. Alanna Olton was also undefeated during the regular season. Stoneham had 7 M.L. All-Stars with Marielle Avola, Lindsey DeSamaeu, Annie Eramo, Alanna Olton, Tiana Pignone, Khadidja Ramdani, and Angela McKenzie. The Boys Indoor Track team was very competitive and worked very hard, they finished the season with a final record of 2-3. The boys had 4 M.L. All-Stars Will Carino, Jake Luongos, Anthony Magazzu and Mike Reilly. Mike was also chosen as the M.L. MVP. Boys Basketball finished the season with a 5-15 record. We had 1 ML All-Star with Tre Pignone. The girls basketball team finished the season with an overall record of 7-16 which qualified them for the state tournament. The girls won the first and second round matchups, but lost in the 3rd rd to Bishop Fenwick. Girl's Hockey qualified for the 2nd time in 5 years to the tournament. They finish the season with an 11-5-4 record. The girls lost in the first rd to Norwell 3-2. M.L. All-Stars were Gianna Beauclair, Jenna Bragalone, Kasey Libby and Alexis Saia. Boy's Ice Hockey finish the season with an 18-5-2 record, but came up short for the M.L. title. Once again they built off last year's momentum and tear it up during the tournament, but this time they won't be denied the trip to the garden for the state championship game. The Spartans were as exciting to watch as any team I have been involved with. Unfortunately they lost the state championship game in OT to Plymouth South 3-2. The Spartans were led by 3 M.L. All-Stars A.J. Sousa, Peter Barry and Jake Burridge. Peter Barry was also named M.L. MVP and Jake Burridge earned both Boston Herald and Boston Globe All-Scholastic team.

Spring Season: The spring season took a little dip for us in terms of wins and losses, but certainly not in kid's efforts and courage. The character and sportsmanship displayed throughout the entire sports program is something I was very proud of. The individual leadership and accomplishments were as good as any. Our Boys and Girls Lacrosse team struggled, but continue to improve. The boys finished 2-16 and the girl's finished 3-15. Our boys and Girls Tennis team had a tough season but the first doubles team for the boys of Evan

Celli and Kevin Sarkis were the highlight of the team as both of them were M.L. All-Stars. Girls Softball finished the season 2-16 our M.L. All-Star was Vanessa Bryan. Baseball continues to improve and had a few big wins as they were led by M.L. All-Star Joey Carroll. Boy's outdoor track had 4 M.L. all-stars, Jake Luongo, Anthony Magazzu, Michael Reilly and Max Davis. Girl's outdoor track had several (10) M.L. all-stars, Alexandra Aresco, Marielle Avola, Kaitlin Driscoll, Mackenzie Baldwin, Annalisa Eramo, Alanna Olton, Jenn Overlan Angela McKenzie, Tiana Pignone, and Emily Simpson.

End of the year senior awards (voted by all coaches) were the following:

Top male and female athlete of the year – Tre Pignone and Emily Simpson
Outstanding achievement in a team sport – Jake Burrige and Kaitlyn Driscoll
Outstanding achievement in individual sport – Michael Reilly, Marielle Avola
And MacKenzie Day
Sportsmanship – William Carino and Megan Cleary
Athletic Directors Award – Joseph Carroll, Peter Barry, Khadidja Ramdani,
Tiana Pignone and Jake Luongo
Paradiso Award – Nicholas Bamforth
Timpone Award – Olivia Pignone

Safety - Acknowledgements

Safety is an important part of our athletic program. The major items listed below are some of the highlights insuring the health and welfare of our student-athletes:

- students were equipped well for personal safety
- our equipment received proper maintenance
- Our trainers from Hallmark Health provided excellent medical support to our students as well as our relationship with Agility Sports Medicine continues to grow as they provide us with a Dr. for all of our home football games.
- school maintenance workers gave careful attention to the condition of our fields for practices and games
- A cell phone communication system and emergency plan system is in place for the care of athletic injuries and emergencies. Our Athletic trainers are always equipped with a defibrillator as well as there being one in the gym lobby and one in the main entrance lobby.

2017-2018 Athletic team overview

Sport	Season	Athletes	17-18 Record	Coach
Cheerleading	Fall	31	-	Nick Vasques
Cross Country (B)	Fall	18	2-3	Jerry Bailey
Cross Country (G)	Fall	16	6-1	Kristen Polizzotto
Field Hockey	Fall	28	3-12-1	Alycia Whooley
Football	Fall	46		Bob Almeida
Golf	Fall	13	5-8	Tom O'Grady
Soccer (B)	Fall	59	5-11-2	Jeff Kirkland
Soccer (G)	Fall	49	14-1-3	Sharon Chapman
Swimming	Fall	23	4-4-2	Alex Penacchio
Volleyball	Fall	55	2-17	Paul Hardy
Basketball (B)	Winter	38	5-15	Jim Bakeman
Basketball (G)	Winter	33	7-16	Lynley DeAmato
Cheerleading	Winter	N/A	-	N/A
Gymnastics	Winter	15	3-4	Annemarie McNeil
Ice Hockey (B)	Winter	43		Paul Sacco
Ice Hockey (G)	Winter	14	12-6-4	Colleen Martin
Track – Winter (B)	Winter	36		Kevin Norton
Track – Winter (G)	Winter	47	5-0	Jerry Bailey/Kristen Polizzotto
Baseball	Spring	48		Kevin Yianacopolus
Softball	Spring	27	2-18	Scott Giordano
Tennis (B)	Spring	13	1-17	Jim Carino
Tennis (G)	Spring	25	0-16	Sara Swett-Zizzo
Track – Spring (B)	Spring	49		Kevin Norton
Track – Spring (G)	Spring	74		Jerry Bailey/Kristen Polizzotto
Lacrosse (B)	Spring	30	2-16	Brian Nagle
Lacrosse (G)	Spring	21		Katie Morin
TOTAL PARTICIPATION		851		

SPECIAL EDUCATION

The Special Education Department is responsible for supporting the education of students with special education needs who live in the town of Stoneham. As part of this effort we: (1) evaluate and assess students suspected of having a disability to determine if they meet eligibility criteria for special education services; (2) develop individualized educational programs (IEPs) for eligible students to provide access to a free and appropriate public education; (3) provide special education services as indicated in students' IEP's; and (4) periodically reevaluate student progress and determine if students continue to be eligible for services. Special education is provided to students who are determined to have one or more of the following disabilities, and whose disability is significantly impacting their ability to make effective progress in school: Autism, Developmental Delay, Intellectual Impairment, Sensory Impairment (Hearing, Vision and/or Deaf-Blind), Neurological Impairment, Emotional Impairment, Communication Impairment, Physical Impairment, Health Impairment, or Specific Learning Disability.

The Special Education Department adheres to the laws and regulations developed by state (MGL Ch. 71B) and federal (IDEA) laws governing the education of students with disabilities. Under these laws and regulations, schools are mandated to provide required services to eligible children between the ages of three and twenty-two in the least restrictive educational environment. In addition, early screening and evaluation procedures to determine eligibility for services can occur as early as two and one-half years of age.

General education and special education personnel continue to collaborate to meet the needs of all learners through building-based Teacher Assistance Teams. This process, under the direction of building Principals, can lead to accommodations to students' educational programs without the need for a referral to special education. These teams examine concerns regarding student performance and strategies which have been implemented to date, and make suggestions for additional strategies which could be implemented by general education personnel. Special educators can be actively involved in the process consulting with general education staff.

Stoneham Public Schools offers a continuum of special education services and is committed to serving students in the Least Restrictive Environment (LRE). According to this guiding principle, the District is required to maintain students as much as possible in general education settings with required supports. Special education personnel often provide specialized instruction to students within the general education classrooms as well as outside of the classroom.

In addition to special education teaching staff, related support service personnel also provide assistance to students. Such services include the areas of speech and language, hearing, vision, behavioral supports, counseling, physical and occupational therapies and adaptive physical education. All Team members work within an interdisciplinary approach to maximize effectiveness in accomplishing identified goals and objectives. Such an approach requires consultation among staff and participation in common planning activities.

Stoneham Public Schools also operates specialized classroom programs. These programs typically serve children with more intensive needs who often require instruction for a significant portion of their day outside of the general education classroom. Currently we have classrooms to meet the needs of students with cognitive delays, students on the autism spectrum, students with social/emotional needs, and students with significant language based learning disabilities. Special Education program staff work with general educators to ensure that students have access to the general education curriculum and opportunities for inclusion when appropriate.

The full continuum of special education services is also available to children beginning at 3 years of age. The Stoneham school district engages in proactive child find screening and evaluation activities to identify children who may exhibit an educational disability at an early age. Personnel work closely with early intervention service providers and families to ensure a smooth transition of services at 3 years of age.

Special education law also provides access to public school services to eligible students with disabilities who attend private school at their parents' expense. The Special Education Department contacts doctor's offices and schools in our area. Advertisements are placed in local newspapers and on cable television to ensure that the community is aware of the process for referring a child for a special education evaluation.

Stoneham Public Schools continues to maintain its membership with the SEEM Collaborative. This organization is a partnership among a group of communities to provide cost-effective programs for low incidence student populations who typically present with the most intensive needs. The Collaborative also provides specialized contractual services to support Stoneham with in-district programs, helps coordinate specialized transportation services, and provides ongoing professional development activities.

STONEHAM COALITION FOR A SAFE AND HEALTHY COMMUNITY

Vision Statement: A Safe and Healthy Stoneham

Mission Statement: The Stoneham Coalition for a Safe & Healthy Community was formed to address the epidemic of drug and alcohol abuse in our community. The Coalition's primary goal is to educate and prevent and has now evolved to take a more inclusive look at the causes that drive individuals to substance use, including mental health, bullying, social media, positive youth development, and work to decrease stigma.

Department overview: The Stoneham Coalition consists of two town employees, a Program Director and a Project Coordinator, who provide strategic development and implementation of coalition activities and grant deliverables. The Coalition also relies heavily on the support and involvement of a volunteer board, consisting of representatives from 12 sectors in the community. The main objectives of this Coalition are to decrease underage substance use by utilizing seven evidence-based strategies: provide information, enhance skills, provide support, reduce barriers, change consequences, change the physical design, and modify change or develop policies.

Department Highlights:

- **Mental Health Forum** – In collaboration with DMH and Rep. Michael Day's office, the Coalition hosted a community conversation on mental health, the intersection of mental health and substance use, and proactive steps to decrease stigma.
- **Rebranding** – The Stoneham Substance Abuse Coalition rebranded in an effort to capture the multifaceted approach the Coalition is taking to address substance use in our community. The Stoneham Coalition for a Safe and Healthy Community shows the commitment to addressing issues such as mental health, suicide prevention, and other steps to help create a safe environment for our youth and community.
- **Coalition Academy and Graduation** – The Program Director and volunteer members of the Coalition attended three weeks of intensive training in Birmingham, AL. Upon completion of the training, the Program Director designed and finalized grant deliverables including an action plan, logic model, sustainability plan, and evaluation plan. Completion of these deliverables qualified the Stoneham Coalition to be recommended for graduation at a national conference in Washington, D.C. in February of 2019.
- **Compliance Checks** – Conducted compliance checks on alcohol licensees in partnership with SPD and ABCC, as well as attended the hearings for those who did not pass, and sent thank you letters to those who did.
- **Run for Recovery** – Coordinated a 5k prior to Town Day to raise awareness on the importance of recovery and the crucial work in decreasing stigma.
- **Social Host Liability Bylaw Adoption** – The Coalition, with sponsorship from the BOS, helped to collect data, develop a policy brief, and engage in marketing to garner support for the Social Host Bylaw, which passed in October Town Meeting.
- **Hidden in Plain Site and Vaping Education Campaign** – Provided necessary education on the youth epidemic of vaping or "Juuling" as well as hosted the Hidden in Plain Site display for school personnel, parents, and community members at a variety of organized events.
- **Recovery Vigil** – In collaboration with Mystic Valley Public Health Coalition, hosted a recovery vigil in Stoneham Town Common
- **Development of Youth Action Coalition** – Youth Action Coalition and the Youth Project Coordinator have planned and participated in a variety of events to raise awareness of real social norms (not everybody is doing it) and provided opportunities for substance-free and safe activities. These events include an ultimate Frisbee tournament during finals week to promote stress reduction, two craft events at the middle school to facilitate peer-to-peer relationships, and a Red Ribbon Week event to endorse the theme of "Life is Your Journey, Travel Drug-Free." Youth Action Coalition representatives also attend community Coalition meetings to foster collaboration and understanding among Coalition members and local youth.
- **Suicide Prevention Trainings** – Hosted multiple suicide prevention training in partnership with the NAN Project and Samaritans for the Stoneham community and Stoneham youth.
- **Local Partnerships and Collaboration** – Support the local Boys and Girls Club by partnering in applying for youth-based grants and ongoing support for open parks program. Provide backing and coordination assistance for the Recreation Department and Community Addictions Coordinator on events throughout the year, as well as the local PTO in "Moving On" event for incoming 5th graders.

TOWN ACCOUNTANT

As management of the Town of Stoneham, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2018. We encourage readers to consider the information presented in this report.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of Stoneham's basic financial statements. These basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all assets and deferred outflows and liabilities and deferred inflows, with the difference between them reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the Town's financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, culture and recreation, and interest. The business-type activities include the activities of the sewer department, and the water department.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town of Stoneham adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison schedule is reported following the notes to the basic financial statements as required supplementary information.

Proprietary funds. The Town maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its sewer department and water department activities.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town maintains three different fiduciary funds. The pension trust fund is used to account for resources held in trust for members of the Stoneham Contributory Retirement System. The private purpose trust fund is used to account for resources held in trust which principle and investment income exclusively benefit individuals, private organizations, or other governments. The agency fund is used to account for assets held in a purely custodial capacity.

Respectfully Submitted,

David Castellarin
Town Accountant

**TOWN OF STONEHAM, MASSACHUSETTS
GOVERNMENT FUNDS
BALANCE SHEET
JUNE 30, 2018**

ASSETS	General	Highway Projects	Nonmajor Governmental Funds	Total Governmental Funds
Cash and Cash Equivalents	\$ 5,719,966	\$ -	\$ 6,444,159	\$ 12,164,125
Investments	4,950,882	-	-	4,950,882
Receivables, Net of Allowance for Uncollectible Amounts:				
Real Estate and Personal Property Taxes	646,882	-	-	646,882
Tax and Trash Liens	709,320	-	3,617	712,937
Motor Vehicle and Other Excise Taxes	274,056	-	-	274,056
Departmental and Other	22,100	-	98,259	120,359
Intergovernmental	3,911,837	286,010	334,564	4,532,411
Due from Other Funds	237,765	-	-	237,765
Total Assets	\$ 16,472,808	\$ 286,010	\$ 6,880,599	\$ 23,639,417
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
LIABILITIES				
Warrants Payable	\$ 406,369	\$ 50,323	\$ 179,470	\$ 636,162
Accrued Payroll	249,486	-	6,507	255,993
Payroll Withholdings	662,611	-	-	662,611
Abandoned Property	23,000	-	-	23,000
Due to Other Funds	-	237,765	-	237,765
Short-Term Notes Payable	-	-	510,000	510,000
Total Liabilities	1,341,466	288,088	695,977	2,325,531
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue	5,400,756	-	101,876	5,502,632
FUND BALANCES				
Nonspendable	-	-	1,124,328	1,124,328
Restricted	97,547	-	5,407,007	5,504,554
Committed	3,512,710	-	-	3,512,710
Assigned	119,842	-	-	119,842
Unassigned	6,000,487	(2,078)	(448,589)	5,549,820
Total Fund Balances	9,730,586	(2,078)	6,082,746	15,811,254
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 16,472,808	\$ 286,010	\$ 6,880,599	\$ 23,639,417

**TOWN OF STONEHAM, MASSACHUSETTS
GOVERNMENT FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

	General	Highway Projects	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES				
Real Estate and Personal Property Taxes	\$ 48,507,622	\$ -	\$ -	\$ 48,507,622
Motor Vehicle and Other Excise Taxes	3,751,990	-	-	3,751,990
Meals Tax	354,222	-	-	354,222
Tax and Trash Liens	151,250	-	-	151,250
Payments in Lieu of Taxes	67,900	-	-	67,900
Intergovernmental	15,558,050	939,256	2,803,248	19,300,554
Penalties and Interest on Taxes	158,288	-	-	158,288
Licenses and Permits	1,348,464	-	-	1,348,464
Fines and Forfeitures	82,083	-	-	82,083
Departmental and Other	1,379,454	-	3,927,250	5,306,704
Contributions	-	-	242,472	242,472
Investment Income	59,774	-	1,626	61,400
Total Revenues	<u>71,419,097</u>	<u>939,256</u>	<u>6,974,596</u>	<u>79,332,949</u>
EXPENDITURES				
Current:				
General Government	2,929,077	-	694,016	3,623,093
Public Safety	8,236,604	-	537,950	8,774,554
Education	29,115,035	-	3,493,905	32,608,940
Public Works	2,445,752	941,334	1,996,974	5,384,060
Health and Human Services	722,949	-	264,529	987,478
Culture and Recreation	1,245,225	-	982,517	2,227,742
Pension Benefits	12,010,183	-	-	12,010,183
Employee Benefits	8,807,457	-	-	8,807,457
State and County Charges	1,528,894	-	-	1,528,894
Debt Service:				
Principal	3,428,000	-	-	3,428,000
Interest	1,059,738	-	-	1,059,738
Total Expenditures	<u>71,528,914</u>	<u>941,334</u>	<u>7,969,891</u>	<u>80,440,139</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(109,817)</u>	<u>(2,078)</u>	<u>(995,295)</u>	<u>(1,107,190)</u>
OTHER FINANCING SOURCES (USES)				
Proceeds of Bonds and Notes	-	-	1,510,000	1,510,000
Premium from Issuance of Bonds and Notes	-	-	137,820	137,820
Transfers In	1,412,881	-	531,541	1,944,422
Transfers Out	(525,000)	-	(844,047)	(1,369,047)
Total Other Financing Sources (Uses)	<u>887,881</u>	<u>-</u>	<u>1,335,314</u>	<u>2,223,195</u>
NET CHANGE IN FUND BALANCES	<u>778,064</u>	<u>(2,078)</u>	<u>340,019</u>	<u>1,116,005</u>
Fund Balances - Beginning of Year (As Restated)	<u>8,952,522</u>	<u>-</u>	<u>5,742,727</u>	<u>14,695,249</u>
FUND BALANCES - END OF YEAR	<u>\$ 9,730,586</u>	<u>\$ (2,078)</u>	<u>\$ 6,082,746</u>	<u>\$ 15,811,254</u>

**TOWN OF STONEHAM, MASSACHUSETTS
PROPRIETARY FUNDS
STATEMENT OF FUND NET POSITION
JUNE 30, 2018**

	Business-Type Activities - Enterprise Funds		
	Sewer Enterprise	Water Enterprise	Total
ASSETS			
Current Assets:			
Cash and Cash Equivalents	\$ 2,729,140	1,402,696	\$ 4,131,836
Receivables, Net of Allowance for Uncollectible Amounts:			
User Charges	2,241,709	1,799,758	4,041,467
Utility Liens	13,942	15,240	29,182
Total Current Assets	4,984,791	3,217,694	8,202,485
Noncurrent Assets:			
Capital Assets not being Depreciated	215,801	-	215,801
Capital Assets, Net of Accumulated Depreciation	5,979,318	6,782,894	12,762,212
Total Noncurrent Assets	6,195,119	6,782,894	12,978,013
Total Assets	11,179,910	10,000,588	21,180,498
DEFERRED OUTFLOWS OF RESOURCES			
Pension Related	11,471	10,166	21,637
LIABILITIES			
Current Liabilities:			
Warrants Payable	2,852	5,458	8,310
Accrued Payroll	11,949	8,897	20,846
Compensated Absences	4,746	4,924	9,670
Long-Term Bonds and Notes Payable	73,258	349,187	422,445
Total Current Liabilities	92,805	368,466	461,271
Noncurrent Liabilities:			
Compensated Absences	18,984	19,695	38,679
Net Pension Liability	313,706	278,018	591,724
Total OPEB Liability	2,026,937	1,796,347	3,823,284
Long-Term Bonds and Notes Payable	268,150	1,382,489	1,650,639
Total Noncurrent Liabilities	2,627,777	3,476,549	6,104,326
Total Liabilities	2,720,582	3,845,015	6,565,597
DEFERRED INFLOWS OF RESOURCES			
Related to OPEB	27,710	24,558	52,268
Related to Pension	74,191	65,751	139,942
Total Deferred Inflows of Resources	101,901	90,309	192,210
FUND NET POSITION			
Net Investment in Capital Assets	5,853,711	5,051,218	10,904,929
Unrestricted	2,515,187	1,024,212	3,539,399
Total Net Position	\$ 8,368,898	\$ 6,075,430	\$ 14,444,328

**TOWN OF STONEHAM, MASSACHUSETTS
PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
JUNE 30, 2018**

	Business-Type Activities - Enterprise Funds		
	Sewer Enterprise	Water Enterprise	Total
OPERATING REVENUES			
Charges for Services	\$ 6,250,582	\$ 5,224,728	\$ 11,475,310
OPERATING EXPENSES			
Cost of Service and Administration	597,354	673,489	1,270,843
MWRA Assessment	4,600,334	3,035,253	7,635,587
Pension and OPEB Liability Changes	(636,275)	(588,517)	(1,224,792)
Depreciation	217,659	187,653	405,312
Total Operating Expenses	4,779,072	3,307,878	8,086,950
OPERATING INCOME	1,471,510	1,916,850	3,388,360
NONOPERATING REVENUES			
Investment Income	19,525	17,645	37,170
INCOME BEFORE TRANSFERS	1,491,035	1,934,495	3,425,530
Transfers In	400,000	-	400,000
Transfers Out	(514,560)	(460,815)	(975,375)
Total Transfers, Net	(114,560)	(460,815)	(575,375)
CHANGE IN FUND NET POSITION	1,376,475	1,473,680	2,850,155
Fund Net Position - Beginning of Year (As Restated)	6,992,423	4,601,750	11,594,173
FUND NET POSITION - END OF YEAR	\$ 8,368,898	\$ 6,075,430	\$ 14,444,328

**TOWN OF STONEHAM, MASSACHUSETTS
PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2018**

	Business-Type Activities - Enterprise Funds		
	Sewer Enterprise	Water Enterprise	Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Customers and Users	\$ 6,023,108	\$ 4,835,027	\$ 10,858,135
Payments to Vendors	(4,715,008)	(3,226,491)	(7,941,499)
Payments to Employees	(545,505)	(483,447)	(1,028,952)
Net Cash Provided (Used) by Operating Activities	762,595	1,125,089	1,887,684
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers In	400,000	-	400,000
Transfers Out	(514,560)	(460,815)	(975,375)
Net Cash Provided (Used) by Noncapital Financing Activities	(114,560)	(460,815)	(575,375)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Acquisition and Construction of Capital Assets	(364,802)	(62,613)	(427,415)
Principal Payments on Bonds and Notes	(75,756)	(360,287)	(436,043)
Net Cash Used by Capital and Related Financing Activities	(440,558)	(422,900)	(863,458)
CASH FLOWS FROM INVESTING ACTIVITIES			
Investment Income	19,525	17,645	37,170
NET CHANGE IN CASH AND CASH EQUIVALENTS	227,002	259,019	486,021
Cash and Cash Equivalents - Beginning of Year	2,502,138	1,143,677	3,645,815
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 2,729,140</u>	<u>\$ 1,402,696</u>	<u>\$ 4,131,836</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES			
Operating Income	\$ 1,471,510	\$ 1,916,850	\$ 3,388,360
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:			
Changes in Assets and Liabilities not Requiring Current Cash Flows:			
Depreciation	217,659	187,653	405,312
Net Pension Liability	(710,966)	(654,711)	(1,365,677)
Total OPEB Liability	74,691	66,194	140,885
Effect of Changes in Operating Assets and Liabilities:			
User Charges	(213,532)	(374,461)	(587,993)
Utility Liens	(13,942)	(15,240)	(29,182)
Warrants Payable	(69,110)	111	(68,999)
Accrued Payroll	6,285	(1,307)	4,978
Compensated Absences	-	-	-
Total Adjustments	(708,915)	(791,761)	(1,500,676)
Net Cash Provided by Operating Activities	<u>\$ 762,595</u>	<u>\$ 1,125,089</u>	<u>\$ 1,887,684</u>

**TOWN OF STONEHAM, MASSACHUSETTS
FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2018**

	Pension Trust Fund (as of December 31, 2017)	Private Purpose Trust Funds	Agency Funds
ASSETS			
Cash and Cash Equivalents	\$ 50,865	\$ 1,434,794	\$ 198,375
Investments:			
Equity Mutual Funds	41,062,167	-	-
Fixed Income Securities	15,088,263	-	-
External Investment Pool (PRIT)	36,117,840	-	-
Receivables, Net of Allowance for Uncollectible Amounts:			
Departmental and Other	239,954	-	-
Total Assets	<u>92,559,089</u>	<u>1,434,794</u>	<u>\$ 198,375</u>
LIABILITIES			
Warrants Payable	7,082	1,000	\$ 16,387
Accrued Payroll	-	-	33,682
Liabilities Due Depositors	-	-	148,306
Total Liabilities	<u>7,082</u>	<u>1,000</u>	<u>\$ 198,375</u>
NET POSITION			
Restricted for Pension Benefits and Other Purposes	<u>\$ 92,552,007</u>	<u>\$ 1,433,794</u>	

**TOWN OF STONEHAM, MASSACHUSETTS
FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
YEAR ENDED JUNE 30, 2018**

	Pension Trust Fund (Year Ended December 31, 2017)	Private Purpose Trust Funds
ADDITIONS		
Contributions:		
Employer	\$ 6,099,564	\$ -
Plan Members	1,469,429	-
Private Donations	-	41,564
Total Contributions	<u>7,568,993</u>	<u>41,564</u>
Net Investment Income:		
Net Appreciation in Fair Value of Investments	11,189,547	-
Interest	<u>2,424,639</u>	<u>1,861</u>
Total Investment Income	13,614,186	1,861
Less: Investment Expense	<u>(500,878)</u>	<u>-</u>
Net Investment Income	<u>13,113,308</u>	<u>1,861</u>
Intergovernmental	<u>99,627</u>	<u>-</u>
Total Additions	<u>20,781,928</u>	<u>43,425</u>
DEDUCTIONS		
Administration	250,143	-
Retirement Benefits, Including Reimbursements and Refunds	7,877,514	-
Scholarships Awarded	<u>-</u>	<u>62,050</u>
Total Deductions	<u>8,127,657</u>	<u>62,050</u>
CHANGE IN NET POSITION	12,654,271	(18,625)
Net Position - Beginning of Year	<u>79,897,736</u>	<u>1,452,419</u>
NET POSITION - END OF YEAR	<u><u>\$ 92,552,007</u></u>	<u><u>\$ 1,433,794</u></u>

**TOWN OF STONEHAM, MASSACHUSETTS
REQUIRED SUPPLEMENTARY INFORMATION
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
NON-GAAP BUDGETARY BASIS - BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2018**

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
REVENUES				
Real Estate and Personal Property Taxes	\$ -	\$ 48,616,309	\$ -	\$ 48,616,309
Motor Vehicle and Other Excise Taxes	-	3,480,367	-	3,480,367
Hotel/Motel Tax	-	325,000	-	325,000
Tax Liens	-	-	-	-
Payments in Lieu of Taxes	-	60,000	-	60,000
Intergovernmental	-	9,547,828	-	9,547,828
Penalties and Interest on Taxes	-	200,000	-	200,000
Licenses and Permits	-	700,000	-	700,000
Fines and Forfeitures	-	60,000	-	60,000
Departmental and Other	-	1,647,955	-	1,647,955
Investment Income	-	19,155	-	19,155
Total Revenues	-	64,656,614	-	64,656,614
EXPENDITURES				
Current:				
General Government	155,539	2,983,545	101,392	3,240,476
Public Safety	114,021	8,227,858	110,000	8,451,679
Education	44,152	29,138,095	-	29,182,247
Public Works	53,708	2,029,117	500,000	2,582,825
Health and Human Services	6,379	739,964	-	746,343
Culture and Recreation	36,935	1,346,758	24,000	1,407,693
Pension Benefits	-	5,950,837	-	5,950,837
Employee Benefits	91,785	8,794,636	-	8,886,421
State and County Charges	-	1,770,165	-	1,770,165
Debt Service:				
Principal	-	3,428,000	-	3,428,000
Interest	-	1,059,738	-	1,059,738
Total Expenditures	502,519	65,468,513	735,392	66,706,424
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(502,519)	(811,899)	(735,392)	(2,049,810)
OTHER FINANCING SOURCES (USES)				
Transfers In	-	1,441,375	350,000	1,791,375
Transfers Out	-	(525,000)	-	(525,000)
Total Other Financing Sources (Uses)	-	916,375	350,000	1,266,375
NET CHANGE IN FUND BALANCE	(502,519)	104,476	(385,392)	(783,435)
Fund Balance - Beginning of Year	5,551,667	5,551,667	5,551,667	5,551,667
FUND BALANCE - END OF YEAR	\$ 5,049,148	\$ 5,656,143	\$ 5,166,275	\$ 4,768,232

Actual	Current Year Encumbrances and Continuing Appropriations	Actual and Encumbrances and Continuing Appropriations	Variance Positive/ (Negative)
\$ 48,511,183	\$ -	\$ 48,511,183	\$ (105,126)
3,751,990	-	3,751,990	271,623
354,222	-	354,222	29,222
151,250	-	151,250	151,250
67,900	-	67,900	7,900
9,498,704	-	9,498,704	(49,124)
158,288	-	158,288	(41,712)
1,348,464	-	1,348,464	648,464
82,083	-	82,083	22,083
1,379,454	-	1,379,454	(268,501)
64,064	-	64,064	44,909
65,367,602	-	65,367,602	710,988
2,979,077	247,611	3,226,688	13,788
8,236,604	58	8,236,662	215,017
29,115,035	67,212	29,182,247	-
2,445,752	80,626	2,526,378	56,447
722,949	-	722,949	23,394
1,245,225	47,672	1,292,897	114,796
5,950,837	-	5,950,837	-
8,807,457	71,469	8,878,926	7,495
1,528,894	-	1,528,894	241,271
3,428,000	-	3,428,000	-
1,059,738	-	1,059,738	-
65,519,568	514,648	66,034,216	672,208
(151,966)	(514,648)	(666,614)	1,383,196
1,912,881	-	1,912,881	121,506
(525,000)	-	(525,000)	-
1,387,881	-	1,387,881	121,506
1,235,915	(514,648)	721,267	1,504,702
5,551,667	-	5,551,667	-
\$ 6,787,582	\$ (514,648)	\$ 6,272,934	\$ 1,504,702

TOWN ADMINISTRATOR

It has been a privilege and pleasure serving as your Interim Town Administrator in 2018. It has been a challenging but productive year.

We continue to move forward with our Complete Streets project, being a Green Community, our open space and recreation plan and our housing production plan. We are looking into a solar project at the arena and hope to begin working on it in 2019. The Greenway has been completed and Cameron Bain was recognized with a Greenway sign that was dedicated to him. The Greenway will be open in the spring of 2019.

We have a more comprehensive and transparent budget book that is being created by our Town Accountant and Assistant Town Accountant to be presented at our annual Town Meeting in May.

We were able to obtain a Grant of Location for the Eversource Project which is slated to begin in the spring of 2019.

The new high school project is on the horizon with our having been accepted by the Massachusetts School Building Authority.

We joined with numerous communities in filing an opioid lawsuit against big pharma.

We were able to hire the following positions: Assistant Building Inspector, one (1) fire fighter who attended the Fire Academy in 2018; six (6) fire fighters (4 from a grant) and they will be attending the Fire Academy in March, 2019; a promotion to Police Sergeant and two (2) police officers graduated the Police Academy.

Our Human Resources department hosted three (3) training sessions in October that were sponsored by MIIA: one was in Customer Service Excellence and two were in I Pay Your Salary.

The Town of Stoneham was awarded a Technical Assistance Grant in 2018 from the Massachusetts Department of Environmental Protection (MassDEP) for up to \$30,000 to implement the Recycling IQ Kit to increase the quality and quantity of the residential recycling stream. The technical assistance included MAC time and support, as well as funds to cover the cost of printing and mailing education and outreach material, and to pay for staff to enforce clean recycling at the curb for a minimum of 8 weeks. We hired two (2) part-time Recycling Inspectors as a result of this grant and their work was completed in early December.

A Search Committee was formed to hire a permanent Town Administrator and he will join us in February, 2019. He will have many challenges ahead of him but he is up to the task. I look forward to working with him.

I would like to thank the Select Board for giving me the opportunity to serve as your Interim Town Administrator for four (4) months. It was a good learning experience and one that I took seriously. I would also like to thank the employees and department heads for all their support for which I am grateful for.

I would like to specially thank my co-workers, Donna Gaffey and Christine DelRossi for their support which helped make this transition a smooth one.

Submitted by Interim Town Administrator: Debora Pettengill

TOWN CLERK

We began the year by sending out the Annual Street List to over ten thousand households in Stoneham and processing them as they were returned. We ended 2018 with 16,186 registered voters. That voter total is made up of 4,775 registered Democrats, 1,666 registered Republicans, 46 registered in the Libertarian party and 9,549 Unenrolled voters (those voters not registered in a specific political party or political designation-formerly known as Independent). There were 150 voters registered under party designations. Designations are often formed around a particular cause or ideology, are not considered officially as parties and do not have primaries.

We held three elections in 2018. Our Annual Town Election was held on April 3, 2018 and 3,752 came out to vote for the municipal offices on the ballot. The State Primary on September 4th brought out 3,862 voters. For the second time in Massachusetts there was a two week period of early voting prior to the State Election. From October 22nd -November 2nd 3,063 people took advantage and voted early. On November 6, 2018 there were 11,152 ballots cast in the State Election. This number included all early ballots as well as the absentee ballots.

We started the year with a Special Town Meeting held on January 29, 2018. There were 406 voters present to vote on four articles including one for the prohibition of non-medical (recreational) marijuana sales in Stoneham. On May 7th 532 voters turned out to act on 29 articles. Another Special Town Meeting was held on June 18, 2018 and 50 voters promptly acted on four articles. The Special Town Meeting held on October 15, 2018 brought out 106 voters to act on 13 articles.

In 2018 the Town Clerk's Office recorded and reported 254 births to residents, 281 deaths and 117 marriages to the State Registry of Vital Records & Statistics.

The Town Clerk's Office had hundreds of over the counter, online and mail in transactions. For the calendar year we took in almost \$133,000 in revenue from vital records, dog licenses, permits and passport fees.

Our Elections & Registration staff members/passport acceptance agents executed 891 passport applications in 2018. The passport execution fees and 592 passport photos taken brought in just over \$40,000 in passport revenue for the calendar year.

Once again, I would like to thank my office staff for their hard work throughout the year. As always it was a pleasure serving the residents of Stoneham.

We look forward to helping you in 2019!

Respectfully,



Maria Sagarino
Town Clerk

MINUTES FOR SPECIAL TOWN MEETING

MONDAY, JANUARY 29, 2018

To either of the Constables of the Town of Stoneham in the County of Middlesex,

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Stoneham qualified to vote in elections and Town affairs to meet in the **Town Hall Auditorium, 35 Central Street**, on

Monday, January 29, 2018, at 7:00 p.m

to act upon the following articles of this Warrant:

Tellers were appointed to check the names of voters entering the Town Hall and the checklist showed 406 voters were inside the meeting.

The meeting was called to order by Moderator Jeanne Craigie at 7:06 PM. Moderator Craigie recognized and thanked School Committee Member Marie Christie. This would be her last town meeting after 36 years as a member of the Stoneham School Committee. Mrs. Christie was invited to lead the Pledge of Allegiance.

Article 1

To see if the Town will vote to amend Stoneham Town Code, Chapter 20, Board of Health, by inserting a new Article XV, including a new Section 20-93, Definitions, and adding a new Section 20-94, Marijuana Not Medically Prescribed, as follows:

20-93 Definitions

Non-Medical Marijuana Establishment: A non-medical marijuana establishment shall include all types of marijuana establishments as defined in Mass. Gen. L. c. 94G , exclusive of facilities that are licensed for medically prescribed purposes, to include marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other type of licensed marijuana-related businesses.

20-94 Marijuana Not Medically Prescribed.

Consistent with Mass. Gen. L. c. 94G, §3(a)(2), all types of non-medical marijuana establishments as defined in Mass. Gen. L. c. 94G §1(j), to include marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other type of licensed marijuana-related businesses shall be prohibited within the Town of Stoneham.

or take any other action relative thereto.

Board of Selectmen

Article 1

Voted that the town amend Stoneham Town Code, Chapter 20, Board of Health, by inserting a new Article XV, including a new Section 20-93, Definitions, and adding a new Section 20-94, Marijuana Not Medically Prescribed as written in the Special Town Meeting Warrant.

By Secret Ballot

Yes No

289 112

Passes per Moderator

Motion for Reconsideration

Cannot Be Reconsidered

Article 2

To see if the Town will amend the Stoneham Town Code, Chapter 1 General Provisions, Section 1-4A Non-Criminal Disposition, as follows (with the deletion shown by a strike-out, and the additions shown as underlined):

Section	Subject	Addition Enforcing Person(s)	Fine
Chap. 13 – Sec. 12	Deposits of snow on certain sidewalks or streets	Director of Public Works or then Director's representative(s) as designated in writing by the Town Administrator	1 st Offense per season Nov. 1-Apr. 30 - Written Warning 2 nd Offense per season - \$25.00 <u>\$100</u> <u>3rd Offense per Season - \$200</u> <u>4th Offense and each Subsequent offense per season - \$50.00 <u>\$300</u></u> <u>(each day in violation is a subsequent offense)</u>

or take any other action relative thereto.

Board of Selectmen

Article 2

Voted that the Town amend the Stoneham Town Code, Chapter 1, General Provisions, Section 1-4A in the Special Town Meeting Warrant.

Motion to Move the Question

Question is Moved

Passes Per Moderator

Article 3

To see if the Town will vote to transfer \$_____ from available funds for the purpose of maintaining and improving the Steele Playground parking lot and surrounding municipal areas, or anything in relation thereto.

Stoneham Traffic Advisory Committee

Article 3

Voted that the Town appropriate the sum of \$25,000.00 for the purpose of funding maintenance and improvements to the Stoneham Town Hall parking lot, islands and related areas at 35 Central Street, and to meet this appropriation transfer the sum of \$20,000.00 from funds remaining from an appropriation under Article 5 of the October 21, 2013 Special Town Meeting for the 2015 Triennial Recertification of Taxable Property and the sum of \$5,000.00 from funds remaining from an appropriation under Article 6 of the October 16, 2017 Special Town Meeting for a general governmental wage and classification study, said funds to be expended under the direction of the Town Administrator and Director of Public Works.

Passes Per Moderator

Article 4

To see if the Town will vote to clean out a section of ditch over which the Town has easement rights and running Westerly from the land of/formerly of Samuel Weiss to Meetinghouse Brook or take any action relative thereto.

Martin Wantman and 100 others

Article 4

Voted that the Town clean out a section of ditch over which the Town has easement rights and running Westerly from the land of/formerly of Samuel Weiss to Meetinghouse Brook.

Motion to Move the Question

Question is Moved

Passes per Moderator

Motion to Dissolve

Meeting dissolved at 9:22PM

Respectfully submitted:

Maria Sagarino

Town Clerk

APRIL 3, 2018 ANNUAL TOWN ELECTION								
Office/Candidate								
Board of Selectmen (2)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	147	130	213	109	182	108	116	1005
Thomas H. Boussy	109	119	188	146	238	204	186	1190
Caroline Colarusso	165	193	295	226	363	265	253	1760
John F. DePinto	212	198	243	158	243	205	249	1508
Raymie Glass Parker	287	242	399	229	338	254	292	2041
Write-in	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	920	882	1338	868	1364	1036	1096	7504
School Committee (2)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	188	154	248	169	252	141	170	1322
Thomas F. Dalton	184	247	287	170	372	235	268	1763
George Georgountzos	97	118	143	140	221	261	221	1201
Cory Mashburn	174	132	203	134	179	138	152	1112
Jaime M. Wallace	277	231	457	255	340	261	285	2106
Write-in	0	0	0	0	0	0	0	0
Write-in								0
Total	920	882	1338	868	1364	1036	1096	7504
Constable (3)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	519	436	725	399	702	528	541	3850
David B. Luciano	245	240	373	262	366	300	316	2102
Robert W. Nardone	221	259	375	269	381	299	317	2121
Brian M. Johnston	180	165	271	179	288	208	229	1520
Robert W. Sweeney	215	223	263	193	309	219	241	1663
Write-in	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1380	1323	2007	1302	2046	1554	1644	11256
Library Trustees (2)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	369	324	552	294	492	386	367	2784
Jane F. Francis	291	296	440	298	459	355	387	2526
Kathryn A. Fitzgerald	260	262	346	276	413	295	342	2194
Write-in	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	920	882	1338	868	1364	1036	1096	7504
Board of Assessors	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	128	121	175	121	194	160	143	1042
Craig J. Celli	332	320	494	313	488	358	405	2710
Write-in	0	0	0	0	0	0	0	0
Total	460	441	669	434	682	518	548	3752

Board of Health	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	149	134	201	131	202	172	167	1156
John J. Scullin	311	307	468	303	480	346	381	2596
Write-in	0	0	0	0	0	0	0	0
Total	460	441	669	434	682	518	548	3752
Planning Board	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	156	133	199	129	185	167	167	1136
Daniel J. Moynihan Jr.	304	308	470	305	497	351	381	2616
Write-in	0	0	0	0	0	0	0	0
Total	460	441	669	434	682	518	548	3752
Housing Authority	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	150	138	201	131	192	170	179	1161
Thomas Anderson	310	303	468	303	490	348	369	2591
Write-in	0	0	0	0	0	0	0	0
Total	460	441	669	434	682	518	548	3752

MINUTES FOR TOWN MEETING

MONDAY, MAY 7, 2018

To either of the Constables of the Town of Stoneham in County of Middlesex,
GREETING

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Stoneham qualified to vote in elections and Town affairs to meet in the Town Hall, 35 Central Street, on Tuesday, April 3, 2018, at seven o'clock in the forenoon to act on the following articles of the warrant:

Article 1. To choose the following officers:

Two (2) Selectman for three (3) years. **Caroline Colarusso & Raymie Parker**

Two (2) School Committee Members for three (3) years. **Thomas Dalton & Jaime Wallace**

One (1) Board of Health member for three (3) years. **John J. Scullin**

One (1) Planning Board Member for (5) years. **Daniel J. Moynihan**

One (1) Board of Assessors Member for three (3) years. **Craig J. Celli**

Two (2) Library Trustees for three (3) years. **Jane Francis & Kathryn Fitzgerald**

Three (3) Constables for three (3) years. **David Luciano, Robert Nardone, Robert Sweeney**

One (1) Housing Authority Member for five (5) years. **Thomas Anderson**

For consideration of the following Articles, the meeting shall be adjourned to meet in the Town Hall at seven o'clock in the evening on Monday May 7, 2018, in accordance with provisions of Article II, section 2-3 of the By-Laws of the Town of Stoneham.

Tellers were appointed to check the names of voters entering the Town Hall and the checklist showed 532 voters were inside the meeting.

The meeting was called to order by Moderator Jeanne Craigie at 7:07PM in the Auditorium of Town Hall. Moderator Craigie mentioned the passing of Retired Fire Captain Frank Gould Sr., Former Selectwoman Alice DelRossi, Retired Fire Lieutenant Robert Marshall and Former Selectman, former State Representative, former Stoneham School teacher and present member of the Board of Registrars Paul Means as well as recently passed parents of town employees and long-time Stoneham residents Florence Cikatelli and James McIntyre and a moment of silence was held. Pastor Christie Hodson gave an invocation. Moderator Craigie then asked Girl Scout Troop 72402 to lead the Pledge of Allegiance followed by Isabelle Childs singing the Star Spangled Banner. Mrs. Craigie thanked former Selectmen Thomas Boussy for his years of service and recognized Finance Board Chairman Angelo Mangino who would not be seeking reappointment to the Finance Board. Selectwoman Shelly MacNeill came forward to read a proclamation for Children's Mental Health Awareness Week in Stoneham. After the proclamation was read, Moderator Craigie waived the reading of the warrant and began the business of town meeting.

Moderator Craigie stated that articles 2 & 3 would be taken as a consent agenda

Article 2. To choose all other necessary Town officers for the ensuing year in such a manner as the Town may determine, or do anything in relation thereto.

Board of Selectmen

Article 2. **Voted** that the Town choose necessary Town officers for Fiscal Year 2019.

Passes per Moderator

Article 3. To hear reports of Town officers and committees and to act thereon and to choose committees, or do anything in relation thereto.

Board of Selectmen

Article 3. **Voted** that the Town receive the reports of Town officers and committees.

Passes per Moderator

Article 4. To see if the Town will vote to amend the Stoneham Town Code, Chapter 15, Zoning By-law by deleting Chapter 15, Section 4.1.5.3 in its entirety, or do anything in relation thereto.

Stoneham Planning Board and 10 Residents

Article 4. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning By-law by deleting Chapter 15, Section 4.1.5.3 in its entirety.

$\frac{2}{3}$ Vote Required Passes Unanimous

Article 5. To see if the Town will vote to amend Stoneham Town Code, Chapter 15, Zoning, inserting a new Section 2.1.1.1, Accessory Dwelling, and further by deleting Section 4.2.4.1 in its entirety inserting a new Section 4.2.4.1, Accessory Dwellings, as follows:

2.1.1.1 *Accessory Dwelling:* An accessory dwelling is a separate dwelling unit located within an owner occupied, single family home containing both a bathroom with a sink, toilet and tub or shower and a kitchen with a stove, sink and refrigerator, accessory to a single family residential dwelling.

4.2.4.1 Accessory Dwellings

- (a) Purpose: To enable single family dwellings to be converted to include one accessory dwelling allowing children, parents, grandparents, brothers or sisters of the owner of the dwelling to remain in their homes and neighborhoods, to provide for affordable housing options while protecting and maintaining the appearance of the

home as a single family home and character of the surrounding neighborhood as a single family neighborhood.

- (b) Procedural Requirements: An applicant seeking a Special Permit for an accessory dwelling shall comply with the procedural requirements for Special Permits set forth in Chapter 17 of the Stoneham Town Code.

- (c) Review Criteria/Standards: A single-family dwelling may be converted for the incorporation of one accessory dwelling in the Residence A District subject to the granting of a Special Permit from the Planning Board based on the following criteria:
 - 1. Only one accessory dwelling shall be allowed per single family dwelling.

 - 2. The accessory dwelling shall be designed so that the appearance of the building remains that of a single family dwelling. In general, any new entrance shall be located on the side or rear of the existing single family residence. All stairways to second or third stories shall be enclosed within the exterior walls of the dwelling. The Planning Board in its discretion may permit a reasonable deviation from this requirement when necessary to facilitate access and mobility for disabled persons.

 - 3. The accessory dwelling must comply with all applicable state, federal and local laws and regulations and no certificate of occupancy shall be issued until evidence of the Special Permit Decision and Deed restriction has been recorded with the Middlesex County Registry of Deeds and proof of recording or registration has been delivered to the Planning Board and Building Department.

 - 4. The principal single family dwelling shall be occupied by the applicant/owner as his/her principal residence or shall have permanent life use residency of said dwelling as evidenced by legal documentation satisfactory to the Planning Board and occupancy of the accessory dwelling shall be limited to the children, parents, grandparents, brothers or sisters of the owner of the dwelling; there shall be no borders or lodgers within the principal dwelling

or the accessory dwelling. A notarized affidavit certifying that the owner or permanent life use resident is one of the occupants of the dwelling shall be submitted to the Planning Board as part of the application for a Special Permit.

5. The lot must meet the minimum lot size of single family lots; i.e. 10,000 square feet, 90 feet of frontage and comply with the current front, rear and side setbacks in the Residence A District.
6. The accessory dwelling and principal dwelling must comply with all applicable State Building Codes; and, in the case of any home renovation approved water conservation devices shall be required in the accessory dwelling including, without limitation, low-flow shower heads and water-efficient toilets.
7. The gross floor area of the accessory dwelling shall not exceed 750 square feet under any circumstance or condition and must be attached to the principal single family dwelling unit by minimum shared wall coverage of 75% of the length of the wall.
8. One additional off-street parking space shall be provided for the accessory dwelling in addition to the minimum of two off-street parking spaces for the principal single family dwelling, or other parking requirements as determined by the Planning Board and suitable screening either in the form of a fence or landscaped buffer, or both, shall be required to minimize the visual impact on abutters and to maintain the single family appearance of the neighborhood;
9. All utility services shall be by a single service meter for both the principal single family dwelling and accessory dwelling;
10. Occupancy of the accessory dwelling shall be limited to two people and may not be used for any business or commercial purposes, and there shall be no borders or lodgers permitted in within either the principal single family unit or the accessory dwelling.

11. Any Special Permit issued under this bylaw shall expire upon a change in the ownership of the property or a change in the residence of either the principal dwelling or accessory dwelling and, upon such occurrence, the permitted use of the property shall automatically revert to a single family dwelling with no accessory dwelling. As a requirement for the continuance of an approved accessory dwelling, the owner of the principal single family dwelling shall submit a notarized affidavit to the Planning Board by January 31st of each year certifying conformance to all applicable regulations and that the occupants, facts and circumstances present when the initial Special Permit was issued remain unchanged. If such affidavit is not filed, the accessory dwelling shall cease to exist and revert to a single family dwelling.
 12. No accessory dwelling shall be located in a basement or cellar unless one wall thereof opens to grade; no accessory dwelling shall be located over or in a detached accessory building or structure.
 13. Any Special Permit issued under this bylaw shall be exercised within two years of the date of the issuance or shall lapse.
 14. In reviewing and evaluating an application for an accessory dwelling and in making a final determination, the Planning Board, shall also apply the criteria detailed in sections 7.4.3.1 (a)-(e) and 7.4.3.2 (a)-(f) of the bylaw.
- (d) Special Permits for accessory dwellings can be issued by the Planning Board up to a limit of ten per cent (10%) of all single family dwellings in the Town of Stoneham.

or do anything in relation thereto.

**Stoneham Planning Board and 10
Residents**

Article 5. Voted that Article 5 be indefinitely postponed.

⅔Vote Required

Passes Unanimous

Paul Demerjian 6 Blueberry Lane requested that Article 22 be moved up in order. A motion was made and passed and Article 22 was taken out of order.

Article 22. To see if the town will transfer the sum of \$1,100,000.00 from free cash to be used to cover the cost of trash expenses not limited to trash collection but including all trash related expenses or activities with the purpose of elimination of the trash fee for FY 2019 or take any action relative thereto.

Caroline Colarusso and 10 Residents

Article 22. **Voted** that the Town transfer the sum of \$1,100,000.00 from free cash to be used to cover the cost of trash expenses not limited to trash collection but including all trash related expenses or activities with the purpose of elimination of the trash fee for FY 2019.

Motion to amend made by Angelo Mangino 22 Landers Rd as follows:

Moved that the Town transfer the sum of \$650,000 from free cash to be used to cover the cost of trash expenses not limited to trash collection but including all trash related expenses or activities with the purpose of elimination of the trash fee for FY 2019.

Motion to Move the Question

Question is Moved

Vote on Article as Amended

Amendment Fails Per Moderator

Vote on Main Motion

Fails Per Moderator

Motion for Reconsideration

Cannot Be Reconsidered

Article 6. To see if the Town will vote to amend Stoneham Town Code, Chapter 16, Board of Selectmen, **Sec. 16-95. “Minimum seating requirement”** by amending or adding the following sections of said code related to all districts with deletions shown as strikeouts and additions shown as underlines, as shown herein:

Sec. 16-95. Minimum seating requirement.

A license shall not be granted for an establishment having a seating capacity of less than ~~fifty (50)~~ thirty-five (35) persons. See Chapter 84 of the Acts of Resolves of 2000 (4-3-01) or do anything in relation thereto.

Director of Planning and Community Development

Article 6. **Voted** that Article 6 be indefinitely postponed.

Passes Per Moderator

Article 7. To see if the Town will vote to amend the Stoneham Town Code, Chapter 15, Zoning By-law by amending the Zoning Map of the Town of Stoneham to add to the Business District the following described property at 5 Linden Street, Stoneham, Massachusetts:

A certain tract of land, situated in Stoneham, Middlesex County, Massachusetts known and numbered as 5 Linden Street, Stoneham, MA 02180, shown on plan of land entitled "Certified Plot Plan 471 Main Street Stoneham, MA." dated December 8, 2017, drawn by Medford Engineering & Survey, and more particularly bounded and described as follows:

SOUTHERLY: by Linden Street, as shown on said plan, seventy two and eighteen hundredths (72.18) feet;

EASTERLY: by land now or formerly of The Nicladen Realty Trust, as shown on said plan, ninety seven and forty four hundredths (97.44) feet;

SOUTHERLY: by land of said The Nicladen Realty Trust, as shown on said plan, two (2) feet;

EASTERLY: by land of Stoneham Massachusetts, Lodge 2211 of the Benevolent and Protective Order of Elks of the United States of America, Inc., as shown on said plan, sixty and forty five hundredths (60.45) feet;

NORTHERLY: as shown on said plan, seventy four and twenty four hundredths (74.24) feet; and

WESTERLY: by land now or formerly of The 30-32 Warren St Condominium and by land now or formerly of The Nicladen Realty Trust, as shown on said plan, one hundred fifty eight (158) feet.

Containing 11,529 feet, more or less, according to said plan.

**Charles Houghton 15 Kimball Drive
and 10 Residents**

Article 7. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning Bylaw by amending the Zoning Map of the Town of Stoneham to add to the Business District the following described property at 5 Linden Street, Stoneham, Massachusetts:

A certain tract of land, situated in Stoneham, Middlesex County, Massachusetts known and numbered as 5 Linden Street, Stoneham, MA 02180, shown on plan of land entitled “Certified Plot Plan 471 Main Street Stoneham, MA.” dated December 8, 2017, drawn by Medford Engineering & Survey, and more particularly bounded and described as follows:

- SOUTHERLY: by Linden Street, as shown on said plan, seventy two and eighteen hundredths (72.18) feet;
- EASTERLY: by land now or formerly of The Nicladen Realty Trust, as shown on said plan, ninety seven and forty four hundredths (97.44) feet;
- SOUTHERLY: by land of said The Nicladen Realty Trust, as shown on said plan, two (2) feet;
- EASTERLY: by land of Stoneham Massachusetts, Lodge 2211 of the Benevolent and Protective Order of Elks of the United States of America, Inc., as shown on said plan, sixty and forty five hundredths (60.45) feet;
- NORTHERLY: as shown on said plan, seventy four and twenty four hundredths (74.24) feet; and
- WESTERLY: by land now or formerly of The 30-32 Warren St Condominium and by land now or formerly of The Nicladen Realty Trust, as shown on said plan, one hundred fifty eight (158) feet.

Containing 11,529 feet, more or less, according to said plan.

- ⅔ Vote Required**
- ⅔ Vote Passes Per Moderator**
- Motion for Reconsideration**
- Cannot Be Reconsidered**

Article 8. To see if the Town will vote to amend the Stoneham Town Code, Chapter 15, Zoning By-law by amending the Zoning Map of the Town of Stoneham to add to the Residence A District the following described property at 134 Elm Street, Stoneham, Massachusetts:

The land in Stoneham, Middlesex County, Massachusetts, known and numbered as 134 Elm Street and shown on a plan of land entitled “Plot Plan 134 Elm Street Stoneham, Mass.” dated October 26, 2017, drawn by Edward J. Farrell, more particularly bounded and described as follows:

EASTERLY: by land now or formerly of the Town of Stoneham, as shown on said plan, three hundred and forty five hundredths (300.45') feet;

NORTHERLY: by land now or formerly of the Town of Stoneham, as shown on said plan, one hundred forty six and twenty two hundredths (146.22') feet;

WESTERLY: by land now or formerly of Roman Catholic Archbishop Corp. Sole, as shown on said plan, three hundred sixty four and one hundredths (364.01') feet; and

SOUTHERLY: by Elm Street, as shown on said plan, one hundred sixty five (165.00') feet.

Containing, according to said plan, 45,810 square feet, more or less.

**Charles Houghton 15 Kimball Drive
and 10 Residents**

Article 8. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning Bylaw by amending the Zoning Map of the Town of Stoneham to add to the Residence A District the following described property at 134 Elm Street, Stoneham, Massachusetts:

The land in Stoneham, Middlesex County, Massachusetts, known and numbered as 134 Elm Street and shown on a plan of land entitled "Plot Plan 134 Elm Street Stoneham, Mass." dated October 26, 2017, drawn by Edward J. Farrell, more particularly bounded and described as follows:

EASTERLY: by land now or formerly of the Town of Stoneham, as shown on said plan, three hundred and forty five hundredths (300.45') feet;

NORTHERLY: by land now or formerly of the Town of Stoneham, as shown on said plan, one hundred forty six and twenty two hundredths (146.22') feet;

WESTERLY: by land now or formerly of Roman Catholic Archbishop Corp. Sole, as shown on said plan, three hundred sixty four and one hundredths (364.01') feet; and

SOUTHERLY: by Elm Street, as shown on said plan, one hundred sixty five (165.00') feet.

Containing, according to said plan, 45,810 square feet, more or less.

$\frac{2}{3}$ Vote Required

$\frac{2}{3}$ Vote Passes Unanimous

Motion for Reconsideration

Cannot Be Reconsidered

Article 9. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form relating to changing the name of the Stoneham Board of Selectmen, provided, however, that the General Court may make clerical or editorial changes to the form of the bill only, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments that are within the scope of the general public's objectives of this petition:

AN ACT RELATIVE TO CHANGING THE NAME OF THE BOARD OF SELECTMEN

IN THE TOWN OF STONEHAM

Chapter 26 of the acts of 1981, as amended by Chapter 120 of the acts of 1987, Chapter 21 of the acts of 1994, Chapter 296 of the acts of 1994, Chapter 91 of the acts of 1996, and Chapter 444 of the acts of 1998, is hereby further amended as follows:

SECTION 1. Section 2 of said act of the town of Stoneham is hereby amended by striking out the word "selectmen", each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 2. Section 4 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 3. Section 5 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 4. Section 6 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 5. Section 8 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 6. Section 9 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 7. Section 10 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 8. Section 12 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 9. Section 13 of said act of the town of Stoneham is hereby amended by striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 10. Section 14 of said act of the town of Stoneham is hereby amended by striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 11. Section 15 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 12. Section 16 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each

instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 13. This act shall take effect upon its passage.

or do anything in relation thereto.

Board of Selectmen

Article 9. **Voted** that the Town authorize the Board of Selectmen to petition the General Court to enact legislation in substantially the following form relating to changing the name of the Stoneham Board of Selectmen, provided, however, that the General Court may make clerical or editorial changes to the form of the bill only, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments that are within the scope of the general public’s objectives of this petition:

AN ACT RELATIVE TO CHANGING THE NAME OF THE BOARD OF SELECTMEN IN THE TOWN OF STONEHAM

Chapter 26 of the acts of 1981, as amended by Chapter 120 of the acts of 1987, Chapter 21 of the acts of 1994, Chapter 296 of the acts of 1994, Chapter 91 of the acts of 1996, and Chapter 444 of the acts of 1998, is hereby further amended as follows:

SECTION 1. Section 2 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 2. Section 4 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 3. Section 5 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 4. Section 6 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 5. Section 8 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 6. Section 9 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 7. Section 10 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 8. Section 12 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 9. Section 13 of said act of the town of Stoneham is hereby amended by striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 10. Section 14 of said act of the town of Stoneham is hereby amended by striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 11. Section 15 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board.

SECTION 12. Section 16 of said act of the town of Stoneham is hereby amended by striking out the word “selectmen”, each time it appears alone, and inserting in place thereof, in each instance, the following words: members of the select board; and further striking out the words “board of selectmen”, each time it appears, and inserting in place thereof, in each instance, the following words: select board.

SECTION 13. This act shall take effect upon its passage.

Majority Vote Required

Passes Per Moderator

Motion for Reconsideration

Cannot Be Reconsidered

***sent to legislators May 8, 2018 and signed by Governor Baker on January 7, 2019 as**

Chapter 381 of the Acts of 2018

Article 10. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for legislation, substantially in the form as set forth below striking the sentence that is stricken and adding the sentence in bold print, relating to maximum age of special police officers; provided, however, that the General Court may make clerical or editorial changes to the form of the bill only, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments that are within the scope of the general public's objectives of this petition:

AN ACT RELATIVE TO THE APPOINTMENT OF RETIRED POLICE OFFICERS IN THE TOWN OF
STONEHAM.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The administrator of the town of Stoneham may appoint, as he deems necessary, retired Stoneham police officers as special police officers for the purpose of performing police details or any police duties arising therefrom or during the course of police detail work, regardless of whether or not related to the detail work. The retired police officers must have been regular Stoneham police officers and retired based on superannuation. ~~The special police officers shall be subject to the same maximum age restriction as applied to regular police officers under chapter 32 of the General Laws.~~ **The special police officer shall be subject to the maximum age restriction of 68 years of age.** A special police officer must pass a medical examination, by a physician or other certified professional chosen by the town, to determine that he is capable of performing the essential duties of a special police officer, the cost of which shall be borne by the special police officer, prior to performing police details.

SECTION 2. Special police officers appointed under this act shall not be subject to chapter 31 of the General Laws or to section 99A of chapter 41 of the General Laws.

SECTION 3. Special police officers shall, when performing the duties under section 1, have the same power to make arrests and perform other police functions as do regular police officers of the town of Stoneham.

SECTION 4. Special police officers shall be appointed for an indefinite term, subject to removal by the town administrator at any time with 14 days written notice. Upon request, the town administrator shall provide the reasons for removal in writing.

SECTION 5. Special police officers shall also be subject to the rules and regulations, policies and procedures and requirements of the town administrator and the chief of police of the town of Stoneham, including restrictions on the type of detail assignments, requirements regarding medical examinations to determine continuing capability to perform the duties of a special police officer, requirements for training, requirements for firearms licensing and qualifications and requirements regarding uniforms and equipment. Special police officers shall not be subject to section 96B of chapter 41 of the General Laws.

SECTION 6. Special police officers shall be sworn before the town clerk of the town of Stoneham who shall keep a record of all such appointments.

SECTION 7. Special police officers appointed under this act shall be subject to section 100 and section 111F of chapter 41 of the General Laws. The amount payable under said section 111F of said chapter 41 shall be calculated by averaging the amount earned over the prior 52 weeks as a special police officer working police details, or averaged over such lesser period of time for any officer designated as special police officers less than 52 weeks prior to the incapacity. In no event shall payment under said section 111F of said chapter 41 exceed, in any calendar year, the limitation on earning contained in paragraph (b) of section 91 of chapter 32 of the General Laws. Payment under said section 111F of said chapter 41 shall terminate when a special police officer reaches the age of 65. ~~In the event the age limitation applicable to regular police officers serving a town is increased from the current 65 years of age, the termination of benefits under said section 111F of said chapter 41, as provided herein to special police officers, shall terminate at such a higher age limit, but in no event shall the benefits extend beyond the age of 70 for any special police officer.~~ Special police officers appointed under this act shall not be subject to section 85H of said chapter 32, nor eligible for any benefits pursuant thereto.

SECTION 8. Appointment as a special police officer shall entitle any individual appointed as such to assignment to any detail.

SECTION 9. Retired Stoneham police officers, serving as special police officers under this act shall be subject to the limitations on hours worked and on payments to retired town employees under paragraph (b) of section 91 of chapter 32 of the General Laws.

SECTION 10. This act shall take effect upon its passage.

or do anything in relation thereto.

Board of Selectmen/Police Chief

Article 10. Voted that the Town authorize the Board of Selectmen to petition the General Court for legislation, substantially in the form as set forth below striking the sentence that is stricken and adding the sentence in bold print, relating to maximum age of special police officers; provided, however, that the General Court may make clerical or editorial changes to the form of the bill only, unless the Board of Selectmen approves amendments to the bill before enactment

by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments that are within the scope of the general public's objectives of this petition:

AN ACT RELATIVE TO THE APPOINTMENT OF RETIRED POLICE OFFICERS IN THE TOWN OF
STONEHAM.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The administrator of the town of Stoneham may appoint, as he deems necessary, retired Stoneham police officers as special police officers for the purpose of performing police details or any police duties arising therefrom or during the course of police detail work, regardless of whether or not related to the detail work. The retired police officers must have been regular Stoneham police officers and retired based on superannuation. ~~The special police officers shall be subject to the same maximum age restriction as applied to regular police officers under chapter 32 of the General Laws.~~ **The special police officer shall be subject to the maximum age restriction of 68 years of age.** A special police officer must pass a medical examination, by a physician or other certified professional chosen by the town, to determine that he is capable of performing the essential duties of a special police officer, the cost of which shall be borne by the special police officer, prior to performing police details.

SECTION 2. Special police officers appointed under this act shall not be subject to chapter 31 of the General Laws or to section 99A of chapter 41 of the General Laws.

SECTION 3. Special police officers shall, when performing the duties under section 1, have the same power to make arrests and perform other police functions as do regular police officers of the town of Stoneham.

SECTION 4. Special police officers shall be appointed for an indefinite term, subject to removal by the town administrator at any time with 14 days written notice. Upon request, the town administrator shall provide the reasons for removal in writing.

SECTION 5. Special police officers shall also be subject to the rules and regulations, policies and procedures and requirements of the town administrator and the chief of police of the town of Stoneham, including restrictions on the type of detail assignments, requirements regarding medical examinations to determine continuing capability to perform the duties of a special police officer, requirements for training, requirements for firearms licensing and qualifications and requirements regarding uniforms and equipment. Special police officers shall not be subject to section 96B of chapter 41 of the General Laws.

SECTION 6. Special police officers shall be sworn before the town clerk of the town of Stoneham who shall keep a record of all such appointments.

SECTION 7. Special police officers appointed under this act shall be subject to section 100 and section 111F of chapter 41 of the General Laws. The amount payable under said section 111F of said chapter 41 shall be calculated by averaging the amount earned over the prior 52 weeks as a

special police officer working police details, or averaged over such lesser period of time for any officer designated as special police officers less than 52 weeks prior to the incapacity. In no event shall payment under said section 111F of said chapter 41 exceed, in any calendar year, the limitation on earning contained in paragraph (b) of section 91 of chapter 32 of the General Laws. Payment under said section 111F of said chapter 41 shall terminate when a special police officer reaches the age of 65. ~~In the event the age limitation applicable to regular police officers serving a town is increased from the current 65 years of age, the termination of benefits under said section 111F of said chapter 41, as provided herein to special police officers, shall terminate at such a higher age limit, but in no event shall the benefits extend beyond the age of 70 for any special police officer.~~ Special police officers appointed under this act shall not be subject to section 85H of said chapter 32, nor eligible for any benefits pursuant thereto.

SECTION 8. Appointment as a special police officer shall entitle any individual appointed as such to assignment to any detail.

SECTION 9. Retired Stoneham police officers, serving as special police officers under this act shall be subject to the limitations on hours worked and on payments to retired town employees under paragraph (b) of section 91 of chapter 32 of the General Laws.

SECTION 10. This act shall take effect upon its passage.

Passes Unanimous

***Sent to legislators May 8, 2018 and signed by Governor Baker on January 7, 2019 as**

Chapter 386 of the Acts of 2018

Article 11. To see if the town will vote to amend the Stoneham Town Code, Chapter 5A, Stoneham Alarm Bylaw, Sec. 5A-24 (a) with deletions shown as strikethrough as follows:

Sec. 5A-24. Fire details on closed roadways and roadways under construction.

- (a) *Purpose* - The purpose of this section is to preserve the ability of the fire department of the Town of Stoneham to provide emergency services in all parts of the town during such times as roadway construction is underway. Delayed or impeded emergency access as a result of roadway construction may ~~contribute~~ impacts the lives, safety and well-being of the residents of the Town of Stoneham.

or do anything in relation thereto.

Town Clerk

Article 11. **Voted** that the town amend the Stoneham Town Code, Chapter 5A, Stoneham Alarm Bylaw, Sec. 5A-24 (a) with deletions shown as strikethrough as follows:

Sec. 5A-24. Fire details on closed roadways and roadways under construction.

- (b) *Purpose* - The purpose of this section is to preserve the ability of the fire department of the Town of Stoneham to provide emergency services in all parts of the town during such times as roadway construction is underway. Delayed or impeded emergency access as a result of roadway construction may contribute impacts the lives, safety and well-being of the residents of the Town of Stoneham.

Passes Unanimous

Article 12. To see if the Town will vote to amend Stoneham Town Code, Chapter 20, Board of Health, by amending Article XV, Section 20-93, Definitions and Section 20-94, Marijuana Not Medically Prescribed, by renumbering the sections but not changing the substance of the bylaw, as follows:

Article XV

20-125 Definitions.

20-126 Marijuana Not Medically Prescribed.

or do anything in relation thereto.

Town Clerk

Article 12. **Voted** that the Town amend Stoneham Town Code, Chapter 20, Board of Health, by amending Article XV, Section 20-93, Definitions and Section 20-94, Marijuana Not Medically Prescribed, by renumbering the sections but not changing the substance of the bylaw, as follows:

Article XV

20-125 Definitions.

20-126 Marijuana Not Medically Prescribed.

Passes Unanimous

Article 13. To see if the Town will vote to amend the Stoneham Town Code, Chapter 1 by adding a new Section 1-7 entitled "Editorial Revisions", as follows:

The Town Clerk is authorized to assign appropriate numbers or letters to by-law sections, subsections, paragraphs and subparagraphs where none are approved by Town Meeting; and if such numbering or lettering is approved by Town Meeting, to make non-substantive editorial revisions to the same to ensure consistent and appropriate sequencing and numbering; and to make non-substantive editorial revisions to references regarding such numbering or lettering as contained within the by-laws to ensure accuracy and conformity.

All such editorial revisions shall be identified with a footnote which describes the revision and the reason therefor.

or do anything in relation thereto.

Town Clerk

Article 13. **Voted** that the Town amend the Stoneham Town Code, Chapter 1 by adding a new Section 1-7 entitled "Editorial Revisions", as follows:

The Town Clerk is authorized to assign appropriate numbers or letters to by-law sections, subsections, paragraphs and subparagraphs where none are approved by Town Meeting; and if such numbering or lettering is approved by Town Meeting, to make non-substantive editorial revisions to the same to ensure consistent and appropriate sequencing and numbering; and to make non-substantive editorial revisions to references regarding such numbering or lettering as contained within the by-laws to ensure accuracy and conformity.

All such editorial revisions shall be identified with a footnote which describes the revision and the reason therefor.

Passes Per Moderator

Article 14. To see if the Town will vote to amend the Stoneham Town Code, **Chapter 2**, Administration, Article IX, Treasurer and Tax Collector, by adding the following new Sec. 2-60B - Revolving Funds to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Mass. Gen. L. Chapter 44, Section 53E½ as follows:

Sec. 2-60B. Revolving Fund Bylaw.

(a) *Purpose.* This bylaw establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Mass. Gen. L. Chapter 44, Section 53E½.

(b) *Expenditure Limitations.* A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:

- (1). Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
- (2) No liability shall be incurred in excess of the available balance of the fund.
- (3) The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Selectmen and Finance and Advisory Board.

(c) *Interest.* Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.

(d) *Procedures and Reports.* Except as provided in Massachusetts General Laws Chapter 44, Section 53E½ and this bylaw, the laws, charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance

available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

(e) *Authorized Revolving Funds.*

(1) Recreation Department Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Recreation Department Revolving Fund for the use of the Recreation Department and the Director of Recreation.

- (b) Revenues. The Town Accountant shall establish the Recreation Department Revolving Fund as a separate account and credit to the fund all of the revenue received by the Recreation Department from recreation programs and activities.
- (c) Purposes and Expenditures. During each fiscal year, the Recreation Department may incur liabilities against and spend monies from the Recreational Department Revolving Fund to cover the costs associated with the operation of recreation programs and activities, including salaries, purchasing equipment, supplies, and services.
- (d) Fiscal Years. The Recreation Department Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

(2) Farmers' Market Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Farmers' Market Revolving Fund for the use of the Director of Planning and Community Development to cover the costs and expense of conducting a Farmers' Market on approved town property, including the Town Common.
- (b) Revenues. The Town Accountant shall establish the Farmers' Market Revolving Fund as a separate account and credit to the fund all of the revenue received by the Recreation Department from recreation programs and activities.
- (c) Purposes and Expenditures. During each fiscal year, the Director of Planning & Community Development may incur liabilities against and spend monies from the Farmer's Market Revolving Fund to cover the costs associated with the operation of the Farmers' Market and related programs and activities.
- (d) Fiscal Years. The Farmers' Market Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

(3) Health Services Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Health Services Revolving Fund for the use of the Board of Health.

- (b) Revenues. The Town Accountant shall establish the Health Services Revolving Fund as a separate account and credit to the fund all of the revenue and fees received by the Board of Health from vaccinations, flu shots, or other health services from individuals or their health insurance providers.
- (c) Purposes and Expenditures. During each fiscal year, the Board of Health may incur liabilities against and spend monies from the Health Services Revolving Fund for expenses related to medical equipment, medical supplies used to provide the vaccinations or flu shots.
- (d) Fiscal Years. The Health Services Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

(4) Senior Center Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Senior Center Revolving Fund for the use of the Council on Aging and the Director of the Council on Aging.
- (b) Revenues. The Town Accountant shall establish the Senior Center Revolving Fund as a separate account and credit to the fund all fees collected through user fees of Council on Aging programs and other monies charged or received by the Council on Aging for transportation.
- (c) Purposes and Expenditures. During each fiscal year, the Council on Aging may incur liabilities against and spend monies from the Senior Center Revolving Fund for ongoing salaries, supplies, equipment and programs
- (d) Fiscal Years. The Senior Center Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

or do anything in relation thereto.

Board of Selectmen

Article 14. **Voted** that the Town amend the Stoneham Town Code, **Chapter 2**, Administration, Article IX, Treasurer and Tax Collector, by adding the following new Sec. 2-60B - Revolving Funds

to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or officers under Mass. Gen. L. Chapter 44, Section 53E½ as follows:

Sec. 2-60B. Revolving Fund Bylaw.

(a) *Purpose.* This bylaw establishes and authorizes revolving funds for use by town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by Mass. Gen. L. Chapter 44, Section 53E½.

(b) *Expenditure Limitations.* A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:

- (1). Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
- (2) No liability shall be incurred in excess of the available balance of the fund.
- (3) The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Selectmen and Finance and Advisory Board.

(c) *Interest.* Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.

(d) *Procedures and Reports.* Except as provided in Massachusetts General Laws Chapter 44, Section 53E½ and this bylaw, the laws, charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance

available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

(e) *Authorized Revolving Funds.*

(1) Recreation Department Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Recreation Department Revolving Fund for the use of the Recreation Department and the Director of Recreation.
- (b) Revenues. The Town Accountant shall establish the Recreation Department Revolving Fund as a separate account and credit to the fund all of the revenue received by the Recreation Department from recreation programs and activities.
- (c) Purposes and Expenditures. During each fiscal year, the Recreation Department may incur liabilities against and spend monies from the Recreational Department Revolving Fund to cover the costs associated with the operation of recreation programs and activities, including salaries, purchasing equipment, supplies, and services.
- (d) Fiscal Years. The Recreation Department Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

(2) Farmers' Market Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Farmers' Market Revolving Fund for the use of the Director of Planning and Community Development to cover the costs and expense of conducting a Farmers' Market on approved town property, including the Town Common.
- (b) Revenues. The Town Accountant shall establish the Farmers' Market Revolving Fund as a separate account and credit to the fund all of the revenue received by the Farmers' Market.
- (c) Purposes and Expenditures. During each fiscal year, the Director of Planning & Community Development may incur liabilities against and spend monies from the Farmers' Market Revolving Fund to cover the

costs associated with the operation of the Farmers' Market and related programs and activities.

- (d) Fiscal Years. The Farmers' Market Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

(3) Health Services Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Health Services Revolving Fund for the use of the Board of Health.
- (b) Revenues. The Town Accountant shall establish the Health Services Revolving Fund as a separate account and credit to the fund all of the revenue and fees received by the Board of Health from vaccinations, flu shots, or other health services from individuals or their health insurance providers.
- (c) Purposes and Expenditures. During each fiscal year, the Board of Health may incur liabilities against and spend monies from the Health Services Revolving Fund for expenses related to medical equipment, medical supplies used to provide the vaccinations or flu shots.
- (d) Fiscal Years. The Health Services Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

(4) Senior Center Revolving Fund.

- (a) Fund Name. There shall be a separate fund called the Senior Center Revolving Fund for the use of the Council on Aging and the Director of the Council on Aging.
- (b) Revenues. The Town Accountant shall establish the Senior Center Revolving Fund as a separate account and credit to the fund all fees collected through user fees of Council on Aging programs and other monies charged or received by the Council on Aging for transportation.
- (c) Purposes and Expenditures. During each fiscal year, the Council on Aging may incur liabilities against and spend monies from the Senior Center Revolving Fund for ongoing salaries, supplies, equipment and programs.
- (d) Fiscal Years. The Senior Center Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

Passes Unanimous

Article 15. To see if the Town will vote to set Fiscal Year 2019 total expenditure limitations for the Revolving Funds authorized under Article 14 of this Annual Town Meeting Warrant as follows:

<u>Revolving Fund:</u>	<u>Not to Exceed Expenditure Limit:</u>
Recreation Department Revolving Fund	\$140,000
Farmers' Market Revolving Fund	\$40,000
Health Services Revolving Fund	\$25,000
Senior Center Revolving Fund	\$30,000

or do anything in relation thereto.

Board of Selectmen

Article 15. **Voted** that the Town set Fiscal Year 2019 total expenditure limitations for the Revolving Funds authorized under Article 14 of this Annual Town Meeting Warrant as follows:

<u>Revolving Fund:</u>	<u>Not to Exceed Expenditure Limit:</u>
Recreation Department Revolving Fund	\$140,000
Farmers' Market Revolving Fund	\$40,000
Health Services Revolving Fund	\$25,000
Senior Center Revolving Fund	\$30,000

Passes Unanimous

Article 16. To see if the Town will vote to fix the salaries of the several elected officers and the Boards of the Town for 2018/2019 fiscal year.

Town Moderator	\$200
Board of Assessors	\$1,200
Board of Selectmen	\$3,000
Town Clerk	\$72,923

or do anything in relation thereto.

Board of Selectmen

Article 16. **Voted** that the Town establish the salaries of the several elected officers and the Boards of the Town for Fiscal Year 2019 as follows:

Town Moderator	\$200
Board of Assessors	\$1,200
Board of Selectmen	\$3,000
Town Clerk	\$72,923

Passes Unanimous

Article 17. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$1,499,904.00 for capital projects, including all incidental and related costs, all as set forth below, or take any action relative thereto and to authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum under Mass. Gen. L. c. 44 of or any other enabling authority, or do anything in relation thereto.

Capital Committee

Article 17. **Voted** that the Town appropriate the sum of \$1,499,904.00 for the following capital purchases as set forth in Exhibit B:

Exhibit B

Department	Amount	Description
Town Planner	\$50,000.00	Downtown Stoneham Configuration Complete Streets improvement Program, Design Study
Police	\$20,350.00	Firearms Replacement
Police	\$16,240.00	Speed Radar Trailer
Fire	\$50,000.00	Decontamination Area
Schools	\$100,000.00	School Technology Capital Replacement Program
Schools	\$350,000.00	Stoneham High School “New Wing” Roof Replacement
Schools	\$150,000.00	HVAC System
Schools	\$33,000.00	Security Radio System
Public Works	\$150,000.00	Sidewalk Program
Public Works	\$150,000.00	Streets
Public Works	\$130,000.00	1992 6 Wheel Dump Truck
Public Works	\$25,000.00	Replace 1997 Sander Body
Public Works	\$50,000.00	Replace 2004 1 Ton Dump Truck
Public Works	\$45,000.00	Replace 2006 F-250 Pickup Truck
Recreation	\$30,000.00	Park and Field Study
Library	\$31,000.00	Carpeting
Library	\$15,000.00	Computer Replacement
Golf	\$10,000.00	Tree Work
Golf	\$24,314.00	Unicorn GC Bunker Restoration
ND	\$25,000.00	Historical Commission
GIS/MIS	\$45,000.00	Upgrade to MS Windows Server 2008R2->2016
Total	\$1,499,904.00	

Said sum to be transferred from Surplus Revenue (Free Cash).

Majority Vote Required

Passes Per Moderator

Article 18. To see if the Town will vote to appropriate the sum of \$50,000 to upgrade the town’s financial software system called “Munis” and to meet this appropriation, transfer said sum from Free Cash, or do anything in relation thereto.

Board of Selectmen

Article 18. **Voted** to that the Town appropriate the sum of \$50,000 to upgrade the town's financial software system called "Munis" and to meet this appropriation, transfer said sum from Surplus Revenue (Free Cash).

**Majority Vote Required
Passes Per Moderator**

Article 19. To see if the Town will vote to raise and appropriate from taxation or by transfer from available funds, such sums as may be necessary to defray Town charges for the ensuing year, including debt and interest and a reserve fund, or do anything in relation thereto.

Board of Selectmen

Article 19.a **Voted** that the Town raise and appropriate \$68,091,349 for a total General Fund Operating Budget, to provide for a reserve fund and to defray the expenses of the Town, and for the purposes as itemized in Exhibit C, and to meet said appropriation transfer the sum of \$1,560,000 from Surplus Revenue (Free Cash).

Article 19.b **Voted** that the Town appropriate \$6,005,342 for costs of operations of the Sewer Enterprise Fund as itemized in Exhibit C, and to meet said appropriation raise \$6,005,342 from Sewer Enterprise Receipts.

Article 19.c **Voted** that the Town appropriate \$4,813,024 for costs of operations of the Water Enterprise Fund as itemized in Exhibit C, and to meet said appropriation raise \$4,813,024 from water enterprise receipts.

Exhibit C

DEPARTMENT	FY18 FINAL BUDGET			FY19 DEPARTMENT REQUEST			FY19 TA PROPOSED BUDGET			FY19 vs FY18	TA
	PERSONNEL	OPERATING	TOTAL	PERSONNEL	OPERATING	TOTAL	PERSONNEL	OPERATING	TOTAL	INC./DEC.	Changes
114 Town Moderator	\$200	\$0	\$200	\$200	\$0	\$200	\$200	\$0	\$200	\$0	\$0
122 Board of Selectmen	\$82,232	\$11,750	\$93,982	\$86,774	\$19,250	\$106,024	\$68,551	\$13,750	\$82,301	(\$11,681)	(\$23,723)
123 Town Administrator	\$378,385	\$25,040	\$403,425	\$385,118	\$59,200	\$444,318	\$385,118	\$24,200	\$409,318	\$5,893	(\$35,000)
132 Reserve Fund	\$0	\$50,000	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000	\$50,000	\$0	\$0
135 Town Accountant	\$242,765	\$5,470	\$248,235	\$268,438	\$5,470	\$273,908	\$258,288	\$8,892	\$267,180	\$18,945	(\$6,728)
141 Board of Assessors	\$132,215	\$4,500	\$136,715	\$137,830	\$4,500	\$142,330	\$137,830	\$4,500	\$142,330	\$5,615	(\$0)
145 Treasurer	\$272,394	\$21,315	\$293,709	\$277,795	\$27,315	\$305,110	\$277,795	\$26,315	\$304,110	\$10,401	(\$1,000)
151 Town Counsel	\$0	\$100,000	\$100,000	\$0	\$100,000	\$100,000	\$0	\$100,000	\$100,000	\$0	\$0
155 GIS/MIS	\$151,904	\$140,058	\$291,962	\$163,818	\$173,580	\$337,398	\$163,818	\$175,980	\$339,798	\$47,836	\$2,400
161 Town Clerk	\$129,174	\$4,200	\$133,374	\$89,346	\$4,200	\$93,546	\$89,346	\$4,200	\$93,546	(\$39,828)	\$0
162 Elections & Registrations	\$72,912	\$14,400	\$87,312	\$117,113	\$18,400	\$135,513	\$129,190	\$18,400	\$147,590	\$60,278	\$12,077
172 Whipple Park	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
182 Planning Bd/BOA/Conserv.	\$57,814	\$5,650	\$63,464	\$63,290	\$6,700	\$69,990	\$58,394	\$5,700	\$64,094	\$630	(\$5,896)
185 Economic and Comm Dev	\$71,332	\$35,700	\$107,032	\$134,345	\$15,500	\$149,845	\$77,561	\$15,700	\$93,261	(\$13,771)	(\$56,584)
192 Public Property Maint.	\$0	\$77,610	\$77,610	\$0	\$80,880	\$80,880	\$0	\$80,880	\$80,880	\$3,270	\$0
210 Police Department	\$3,770,169	\$341,225	\$4,111,394	\$4,294,857	\$560,475	\$4,855,332	\$4,036,544	\$358,425	\$4,394,969	\$283,575	(\$460,363)
211 Traffic Directors	\$132,448	\$4,500	\$136,948	\$141,045	\$4,500	\$145,545	\$134,089	\$4,500	\$138,589	\$1,641	(\$6,956)
212 Dispatchers	\$386,654	\$22,350	\$409,004	\$442,744	\$21,850	\$464,594	\$442,744	\$21,850	\$464,594	\$55,590	\$0
220 Fire Department	\$2,869,310	\$169,540	\$3,038,850	\$3,368,408	\$260,600	\$3,629,008	\$3,132,726	\$232,250	\$3,364,976	\$326,126	(\$264,033)
241 Building & Wire	\$194,211	\$11,000	\$205,211	\$288,539	\$21,500	\$310,039	\$248,539	\$11,500	\$260,039	\$54,828	(\$50,000)
291 Civil Defense	\$2,000	\$0	\$2,000	\$2,000	\$0	\$2,000	\$2,000	\$0	\$2,000	\$0	\$0
300 Public Schools	\$0	\$27,734,642	\$27,734,642	\$0	\$29,731,190	\$29,731,190	\$0	\$28,916,729	\$28,916,729	\$1,182,087	(\$814,461)
397 North Shore Vocational	\$0	\$235,000	\$235,000	\$0	\$242,050	\$242,050	\$0	\$210,000	\$210,000	(\$25,000)	(\$32,050)
398 Minuteman Voc. School	\$0	\$60,000	\$60,000	\$0	\$63,000	\$63,000	\$0	\$50,000	\$50,000	(\$10,000)	(\$13,000)
399 Northeast Voc. School	\$0	\$1,046,697	\$1,046,697	\$0	\$1,067,631	\$1,067,631	\$0	\$970,535	\$970,535	(\$76,162)	(\$97,096)
400 Public Works Admin.	\$743,485	\$287,800	\$1,031,285	\$1,285,283	\$322,600	\$1,607,883	\$904,212	\$279,200	\$1,183,412	\$152,127	(\$424,471)
423 Snow and Ice	\$45,000	\$210,000	\$255,000	\$45,000	\$229,500	\$274,500	\$0	\$273,500	\$273,500	\$18,500	(\$1,000)
424 Street Lighting	\$0	\$132,275	\$132,275	\$0	\$150,000	\$150,000	\$0	\$142,500	\$142,500	\$10,225	(\$7,500)
433 Refuse Collection and Disposal	\$44,094	\$92,600	\$136,694	\$44,094	\$100,500	\$144,594	\$44,094	\$70,500	\$114,594	(\$22,100)	(\$30,000)
490 Motor Vehicle Maintenance	\$0	\$237,800	\$237,800	\$0	\$247,500	\$247,500	\$0	\$237,500	\$237,500	(\$300)	(\$10,000)
491 Cemetery	\$145,775	\$11,175	\$156,950	\$148,131	12,125	\$160,256	\$180,718	\$12,125	\$192,843	\$35,893	\$32,587
400 Public Works Total	\$978,354	\$971,650	\$1,950,004	\$1,522,508	1,062,225	\$2,584,733	\$1,129,024	\$1,015,325	\$2,144,349	\$194,345	(\$440,384)
510 Board of Health	\$148,277	\$17,890	\$166,167	\$147,889	\$53,900	\$201,789	\$147,889	\$20,900	\$168,789	\$2,622	(\$33,000)
541 Council on Aging	\$112,036	\$37,357	\$149,393	\$195,376	\$42,854	\$238,230	\$143,085	\$40,854	\$183,939	\$34,546	(\$54,291)
542 Recreation Department	\$69,527	\$16,280	\$85,807	\$76,824	\$16,640	\$93,464	\$76,824	\$8,320	\$85,144	(\$663)	(\$8,320)
543 Veterans	\$43,576	\$173,000	\$216,576	\$48,286	\$201,400	\$249,686	\$48,286	\$187,540	\$235,826	\$19,250	(\$13,860)
590 Substance Abuse	\$65,000	\$3,000	\$68,000	\$65,000	\$45,500	\$110,500	\$65,000	\$5,500	\$70,500	\$2,500	(\$40,000)
630 GOLF (ANNUAL DEBT/PROJECT EXP	\$0	\$75,000	\$75,000	\$0	\$19,175	\$19,175	\$0	\$0	\$0	(\$75,000)	(\$19,175)
610 Public Library	\$567,388	\$230,040	\$797,428	\$660,578	\$256,240	\$916,818	\$598,712	\$255,040	\$853,752	\$56,324	(\$63,065)
631 Arena	\$184,928	\$264,550	\$449,478	\$247,016	\$276,625	\$523,641	\$190,190	\$251,625	\$441,815	(\$7,663)	(\$81,826)
710 Maturing Debt & Interest	\$0	\$4,442,849	\$4,442,849	\$0	\$4,551,403	\$4,551,403	\$0	\$4,514,043	\$4,514,043	\$71,194	(\$37,360)
911 Contributory Pension	\$0	\$5,980,343	\$5,980,343	\$0	\$6,409,652	\$6,409,652	\$0	\$6,409,652	\$6,409,652	\$429,309	\$0
912 Health Insurance	\$0	\$8,090,353	\$8,090,353	\$0	\$8,279,802	\$8,279,802	\$0	\$8,267,803	\$8,267,803	\$177,450	(\$11,999)
918 Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
919 Unclassified	\$288,711	\$1,545,314	\$1,834,025	\$123,000	\$1,593,000	\$1,716,000	\$109,400	\$1,553,000	\$1,662,400	(\$171,625)	(\$53,600)
919S Trash Fund Subsidy	\$0	\$525,000	\$525,000	\$0	\$685,000	\$685,000	\$0	\$467,000	\$467,000	(\$58,000)	(\$218,000)
920 Non-Departmental	\$0	\$78,135	\$78,135	\$0	\$80,700	\$80,700	\$0	\$1,589,300	\$1,589,300	\$1,511,165	\$1,508,600
950 OPEB Trust Contribution	\$0	\$50,000	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000	\$50,000	\$0	\$0
Total Budgets:	\$11,403,916	\$52,621,408	\$64,025,324	\$13,348,137	\$56,161,907	\$69,510,044	\$12,151,141	\$55,940,207	\$68,091,349	\$4,066,025	(\$1,418,695)

Total Budgets:

\$64,025,324

\$69,510,044

\$68,091,349

\$4,066,025

(\$1,418,695)

Other Budget Items:

State Assessments	\$1,760,270	\$1,760,270	\$1,801,348	\$41,078	\$41,078
Offsets	\$23,608	\$23,608	\$74,985	\$51,377	\$51,377
Overlay Reserve	\$400,000	\$400,000	\$200,000	(\$200,000)	(\$200,000)
Special Article -Munis Upgrade-Capital	\$80,000	\$0	\$1,549,904	\$1,469,904	\$1,549,904
Grand Total for Budget	\$66,289,202	\$71,693,922	\$71,717,586	\$5,428,384	\$23,664
ESTIMATED REVENUES					
Tax Levy	\$46,242,187	\$48,020,211	\$48,020,211	\$1,778,023	\$0
New Growth	\$455,000	\$500,000	\$500,000	\$45,000	\$0
Debt Exclusion	\$2,181,314	\$2,132,163	\$2,132,163	(\$49,151)	\$0
State Aid	\$8,499,029	\$9,008,971	\$8,868,252	\$369,223	(\$140,719)
SBA Reimbursement	\$1,148,092	\$1,148,092	\$1,148,092	\$0	\$0
Local Receipts	\$6,544,705	\$6,897,590	\$6,683,235	\$138,530	(\$214,355)
Free Cash	\$0	\$108,763	\$3,109,904	\$3,109,904	\$3,001,141
Overlay Surplus	\$0	\$0	\$0	\$0	\$0
Overlay Surplus	\$0	\$0	\$0	\$0	\$0
Capital Stabilization	\$150,000	\$0	\$0	(\$150,000)	\$0
Fallon Road Mitigation Fund	\$0	\$0	\$0	\$0	\$0
Transfer from Sewer EF - INDIRECTS	\$514,560	\$534,530	646,599	\$132,039	\$112,069
Transfer from Water EF - INDIRECTS	\$460,815	\$486,649	610,796	\$149,981	\$124,147
RCN/Verizon/Comcast Operating Cable Funds	\$32,500	\$32,500	\$0	(\$32,500)	(\$32,500)
CPC Income	\$7,500	\$7,500	\$0	(\$7,500)	(\$7,500)
Sale of Lots & Graves	\$50,000	\$50,000	\$0	(\$50,000)	(\$50,000)
Sale of Dog License Fund	\$0	\$0	\$0	\$0	\$0
Whip Hill Trust/Stockwell	\$3,500	\$0	\$0	(\$3,500)	\$0
	\$66,289,202	\$68,926,968	\$71,719,252	\$5,430,049	\$2,792,283
Surplus/(Deficit)	\$0	(\$2,766,954)	\$1,666	\$1,666	\$2,768,620

DEPARTMENT	FY18 FINAL BUDGET			FY19 DEPARTMENT REQUEST			FY19 TA PROPOSED BUDGET			FY19 vs FY18 INC./DEC.)	TA Changes
	PERSONNEL	OPERATING	TOTAL	PERSONNEL	OPERATING	TOTAL	PERSONNEL	OPERATING	TOTAL		
440 Sewer	\$537,281	\$4,753,816	\$5,291,097	\$507,827	\$4,925,300	\$5,433,127	\$477,119	\$4,783,367	\$5,260,486	(\$30,611)	(\$172,641)
710 Maturing P&I - Sewer	\$0	\$75,756	\$75,756	\$0	\$73,257	\$73,257	\$0	\$73,257	\$73,257	(\$2,499)	\$0
Sewer Indirects	\$0	\$514,560	\$514,560	\$0	\$534,530	\$534,530	\$0	\$46,599	\$646,599	\$132,039	\$112,069
Reserve Fund Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000	\$25,000	\$25,000
450 Water	\$507,728	\$3,258,109	\$3,765,837	\$501,958	\$3,418,200	\$3,920,158	\$465,526	\$3,362,516	\$3,828,042	\$62,205	(\$92,116)
710 Maturing P&I - Water	\$0	\$360,286	\$360,286	\$0	\$349,186	\$349,186	\$0	\$349,186	\$349,186	(\$11,100)	\$0
Water Indirects	\$0	\$460,815	\$460,815	\$0	\$486,649	\$486,649	\$0	\$10,796	\$610,796	\$149,981	\$124,147
Reserve Fund Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000	\$25,000	\$25,000
Total Budgets:	\$1,045,009	\$9,423,342	\$10,468,351	\$1,009,785	\$9,787,122	\$10,796,907	\$942,645	\$9,875,721	\$10,818,366	\$350,015	\$21,459

ESTIMATED REVENUES

ESTIMATED SEWER RECEIPTS	\$5,470,000	\$5,415,300	\$5,505,342	\$35,342	\$90,042
SEWER FUND RETAINED EARNINGS	\$411,413	\$625,614	\$500,000	\$88,587	(\$125,614)
ESTIMATED WATER RECEIPTS	\$4,526,000	\$4,502,945	\$4,563,024	\$37,024	\$60,079
WATER FUND RETAINED EARNINGS	\$60,936	\$253,048	\$250,000	\$189,062	(\$3,048)
	\$10,468,351	\$10,796,907	\$10,818,366	\$350,015	\$21,459
Surplus/(Deficit)	\$0	(\$0)	(\$0)		

Article 19 a, b, c

Passes Unanimous

Article 20. Voted that the Town appropriate the sum of \$250,000.00 to be used and applied by the Board of Selectmen to reduce the Fiscal Year 2019 water rates, and to meet this appropriation transfer said sum from the Water Enterprise Fund Retained Earnings to the Current Water Revenue Account.

Majority Vote Required

Passes Per Moderator

Article 21. To see if the Town will vote to transfer the sum of \$500,000.00 from the Sewer Enterprise Fund Retained Earnings to the account of Current Sewer Revenue to be used and applied by the Board of Selectmen in the reduction of the sewer rate, or do anything in relation thereto.

Board of Selectmen

Article 21. **Voted** that the Town transfer the sum of \$500,000.00 to be used and applied and applied by the Board of Selectmen to reduce the Fiscal Year 2019 sewer rates, and to meet this appropriation transfer said sum from Sewer Enterprise Fund Retained Earnings to the Current Sewer Revenue Account.

Majority Vote Required

Passes Per Moderator

Article 23. To see if the Town will vote to appropriate \$250,000 for a feasibility study regarding 1 ½ acre parcel at 20 Gerald Road to develop senior housing through the friendly 40B process or take any action thereto.

Martin Wantman and 10 Residents

Article 23. **Voted** that the town appropriate \$250,000 for a feasibility study regarding 1 ½ acre parcel at 20 Gerald Road to develop senior housing through the friendly 40B process or take any action thereto.

Motion to amend made by Mr. Wantman to reduce the amount appropriated to \$25,000.

Vote on the Motion as Amended

Fails Per Moderator

Vote on the Main Motion

Fails Per Moderator

Motion for Reconsideration

Cannot be Reconsidered

Article 24. To see if the Town will transfer the sum of \$8,000 from Free Cash to the account of Current Revenue to be used and applied by the Board of Selectmen for the purpose of erecting a sign on the Greenway honoring Cameron Bain or take any action relevant thereto.

Cindy Hemenway and 10 Residents

Article 24. **Voted** that the Town transfer the sum of \$8,000 from Surplus revenue (Free Cash) to the account of Current Revenue to be used and applied by the Board of Selectmen for the purpose of erecting a sign on the Greenway honoring Cameron Bain.

Passes per Moderator

Article 25. To see if the Town will vote to increase the amount of gross income that seniors may have in the prior calendar year to be eligible to defer property taxes under Mass. Gen. L. c.59 §5, Clause 41A from \$20,000 to \$40,000 of the amount established annually by the Commissioner of Revenue as the income limit for single seniors who are not heads of households to qualify for the “circuit breaker” state income tax credit for the preceding state tax year), with such increase to be effective for deferrals granted for taxes assessed for (the/any) fiscal year beginning on (or after) July 1, 2018, or do anything in relation thereto.

Board of Selectmen

Article 25. Voted that the Town increase the amount of gross income that seniors may have in the prior calendar year to be eligible to defer property taxes under Mass. Gen. L. c.59 §5, Clause 41A from \$20,000 to \$40,000 of the amount established annually by the Commissioner of Revenue as the income limit for single seniors who are not heads of households to qualify for the “circuit breaker” state income tax credit for the preceding state tax year), with such increase to be effective for deferrals granted for taxes assessed for the fiscal year beginning on July 1, 2018.

Majority Vote Required

Passes Per Moderator

Article 26. To see if the Town will reduce the rate of interest that accrued on property taxes deferred by eligible seniors under Mass. Gen. L. c. 59 Sec. 5, Clause 41A from 8% to 6%, with such reduced rate to apply to taxes assessed for any fiscal year beginning on or after July 1, 2018, or do anything in relation thereto.

Board of Selectmen

Article 26. Voted that the Town reduce the rate of interest that accrued on property taxes deferred by eligible seniors under Mass. Gen. L. c. 59 Sec. 5, Clause 41A from 8% to 6%, with such increase to be effective for deferrals granted for taxes assessed for the fiscal year beginning on July 1, 2018 (FY2019).

Passes Per Moderator

Article 27. To see if the Town will vote to (i) supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, and (ii) appropriate the premium paid to the Town upon the sale of bonds issued on December 21, 2017 to pay costs of capital projects; or do anything in relation thereto.

Treasurer/Board of Selectmen

Article 27. Voted that the Town (i) supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, and (ii) appropriate the premium paid to the Town upon the sale of bonds issued on December 21, 2017 to pay costs of capital projects.

Majority Vote Required

Passes Per Moderator

Article 28. To see if the Town will vote to authorize the Board of Selectmen to grant an exclusive, perpetual easement to lay, construct, reconstruct, operate, maintain, replace and repair underground utility lines for the purpose of the transmission of telecommunications and related information, upon, over and under and across the land of the Town of Stoneham more particularly shown on a plan of land entitled "Plan of Land in Stoneham, Mass." Dated June 11, 1970 and recorded in the Middlesex Southern District Registry of Deeds as Plan No. 810 of 1970 at and about the premises located at 136 Elm Street, Stoneham, Massachusetts (Senior Center property), and take such other and further actions in furtherance of this authorization, including the execution of any documents necessary to effectuate the grant of said interests in real property, or do anything in relation thereto.

Board of Selectmen

Article 28. Voted that the Town authorize the Board of Selectmen to grant an exclusive, perpetual easement to lay, construct, reconstruct, operate, maintain, replace and repair underground utility lines for the purpose of the transmission of telecommunications and related information, upon, over and under and across the land of the Town of Stoneham more particularly shown on a plan of land entitled "Plan of Land in Stoneham, Mass." Dated June 11, 1970 and recorded in the Middlesex Southern District Registry of Deeds as Plan No. 810 of 1970 at and about the premises located at 136 Elm Street, Stoneham, Massachusetts (Senior Center property), and take such other and further actions in furtherance of this authorization, including the execution of any documents necessary to effectuate the grant of said interests in real property.

$\frac{2}{3}$ Vote Required

$\frac{2}{3}$ Vote Passes Per Moderator

Article 29. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to amend the Fiscal Year 2018 departmental budgets approved under Article No. 12 of the May 1, 2017 Annual Town Meeting, as amended, or do anything in relation thereto.

Board of Selectmen

Article 29. Voted that the Town appropriate the sum of \$350,000 to amend the fiscal Year 2018 snow and ice budget approved under Article no. 12 of the May 1, 2017 Annual Town Meeting, as amended, and to meet this appropriation transfer said sum from stabilization.

$\frac{2}{3}$ Vote Required

$\frac{2}{3}$ Vote Passes per Moderator

Motion to Dissolve.

Town Meeting Dissolved at 10:45 PM

Respectfully Submitted:

Maria Sagarino

Town Clerk

MINUTES FOR SPECIAL TOWN MEETING

MONDAY, JUNE 18, 2018

To either of the Constables of the Town of Stoneham in the County of Middlesex,

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Stoneham qualified to vote in elections and Town affairs to meet in the **Town Hall Auditorium, 35 Central Street, on Monday, June 18, 2018, at 7:00 p.m.**

to act upon the following articles of this Warrant:

Tellers were appointed to check the names of voters entering the Town Hall and the checklist showed 50 voters were inside the meeting.

The meeting was called to order by Moderator Jeanne Craigie at 7:00 PM. Moderator Craigie asked resident David Kurdzionak to lead the Pledge of Allegiance and his sister Anne Kurdzionak sang the National Anthem.

Article 1. To see if the Town will vote to authorize the Selectmen to petition the General Court for special legislation to authorize the Town to issue certain licenses for the sale of all alcoholic beverages to be drunk on premises as follows:

AN ACT AUTHORIZING THE TOWN OF STONEHAM TO GRANT CERTAIN LICENSES FOR THE SALE OF ALCOHOLIC BEVERAGES TO BE DRUNK ON THE PREMISES

Be it enacted by the Senate and House of Representative in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding the provisions of Section 11 of Chapter 138 of the General Laws, the licensing authority of the Town of Stoneham is hereby authorized to grant restaurants with seating capacities of 35 or more licenses for the sale of all alcoholic beverages to be drunk on the premises under Section 12 of said Chapter 138. The licenses shall be subject to all of said Chapter 138, except Section 11.

SECTION 2. The licenses granted under this Act, if revoked or no longer in use, shall be returned physically, with all of the legal rights and privileges pertaining thereto, to the licensing authority and may be granted by the licensing authority of the Town of Stoneham to new applicants that are persons, corporations, organizations, or entities located in the applicable permitted location, solely for use within the same permitted location.

SECTION 3. Notwithstanding the provisions of Section 11 of Chapter 138 of the General Laws this act shall be submitted to the voters of the Town of Stoneham at an annual or special town election in the form of the following question which shall be placed on the official ballot used at said election "Shall an act passed by the general court in the year 2018 entitled "AN ACT AUTHORIZING THE TOWN OF STONEHAM TO GRANT CERTAIN LICENSES FOR THE SALE OF ALCOHOLIC BEVERAGES TO BE DRUNK ON THE PREMISES" be accepted? If a majority of the votes cast in answer to said question is in the affirmative, this act shall therefore take full effect, but not otherwise.

SECTION 4. This Act shall take effect upon its passage.

and to determine whether the General Court may make amendments which shall be within the scope of the general public objectives of the petition; pass any vote or take any action relative thereto.

Director of Planning and Community Development

Article 1. Voted that the Town authorize the Selectmen to petition the General Court for special legislation to authorize the Town to issue certain licenses for the sale of all alcoholic beverages to be drunk on premises as printed in article 1 of the June 18, 2018 Special Town Meeting Warrant.

Majority Vote Required

Majority Vote Passes Per Moderator

***Letters sent to legislators June 19, 2018. Signed by Governor Baker on January 9, 2019 as Chapter 413 of the Acts of 2018**

Article 2. To see if the Town will vote to amend Stoneham Town Code, Chapter 16, Board of Selectmen, by adding a new Article VII., entitled "Grant of Location in Public Ways" and adding a new Sec. 16-166, entitled "Grant of Location & Rights of Way" as follows:

Sec. 16-166. Grants of Location & Rights-of-Way

Sec. 16-166.1

Preamble

In partial fulfillment of the obligation to see to the prudent management of the Town's affairs and assets and in light of the continuing technological revolution in telecommunications, passage of the Telecommunications Act of 1996 and deregulation of the electric and natural gas industries in the Commonwealth, the Town hereby establishes a comprehensive, non-discriminatory, and fair system of regulation for all entities which desire to use the Town's Rights-of-Way.

This Bylaw is adopted in accordance with the authority granted, inter alia, by Amendment Article 89 to Article II of the Massachusetts Constitution, M.G.L. Chapter 43B section 13, M.G.L. Chapter 40 sections 4, 21 and 22F, and Chapter 85.

Sec. 16-166.2

Introduction

The purpose and intent of this Bylaw is to:

- (a) Provide the Town with accurate and current information concerning all facilities located in the Town's Rights-of-Way together with current information concerning entities owning or controlling the Facilities, and
- (b) Permit and manage reasonable access to the public Rights-of-Way on a competitively neutral basis, and
- (c) Manage Grants of Location in Public Ways, and
- (d) Conserve the limited physical capacity of the Rights-of-Way held in public trust by the Town, and
- (e) Assure that the Town is appropriately compensated when its Rights-of-Ways are utilized by non-governmental entities, and
- (f) Assure that the Town's current and on-going costs of granting and regulating private access to and use of the public Right-of-Way are fully paid by the persons seeking such access and causing such costs, and
- (g) Assure that the Town can continue to fairly and responsibly protect the public health, safety and welfare.

Sec. 16-166.3 Definitions

Applicant: Any person or entity, including without limitation implied, Public Utility, Telecommunications Carrier, Local Exchange Carrier or municipal department that owns or exercises general responsibility and control over any Facility.

Application: The written application on a form prescribed by the Awarding Authority with any required documentation and the application fee by which an Applicant or Co-Locator requests a Right-of-Way Permit.

Application Fee: A non-refundable processing fee which shall accompany each application for a Right-of-Way Permit. The application fee shall be in the amount set forth by separate action by the Board of Selectmen.

Attachment: Any device, apparatus, appliance, equipment, wire or cable or other thing

including any Telecommunication Facility installed or proposed to be installed on or in any existing facility whether by Applicant or Co-Locator or proposed to be installed on any new facility by Applicant or Co-Locator.

Awarding Authority: The Board of Selectmen of the Town of Stoneham which has authority to exercise the powers granted by this Bylaw.

Construction: Those activities requiring a street opening or building permit, and shall also include any site preparation, cemetery burial and caretaking operations, seismic surveys, grading, assembly, erection, substantial repair, alteration, or similar action, including demolition, for or of public or private rights-of-way, structures, utilities or similar property.

Contractor: All officers or employees of Applicant or Co-Locator who perform or any person or entity engaged by or on behalf of Applicant or Co-Locator to perform construction, repair or maintenance work on overhead or underground facilities owned by Applicant and permitted by the Awarding Authority which are located in the Right-of-Way. The contractor for purposes of this Bylaw and for all questions of liability in connection with any construction, repair, or maintenance work on overhead or underground facilities owned by Applicant, which are located in the Right-of-Way shall be conclusively deemed an agent of Applicant or Co-Locator for whom Applicant or Co-Locator is fully responsible.

dBA: The A-weighted sound-pressure level expressed in decibels and referenced to 20 micropascals.

Default: The failure of the permit holder (including all contractors or other agents of permit holder)

- (i) to pay when due any license rental,
- (ii) to perform fully any covenant of the license or otherwise fail to comply with any provision of the license agreement, the Right-of-Way Permit or the Bylaw following ten days prior written notice to Licensee from Town
- (iii) to keep its Certificate of Insurance in full force and effect, or
- (iv) to provide the service that is outlined in its Application (except for interruptions in service due to emergency repair Work) for a period of six (6) consecutive months.

DTE: The Massachusetts Department of Telecommunications and Energy created by Chapter 25 M.G.L.

Effective Date: The date upon which this Bylaw becomes effective.

Emergency Repair Work: Right-of-Way work which must be commenced immediately to

correct a hazardous condition in which the safety of the public is in imminent danger, such as a threat to life or health of the public or where immediate correction is required to maintain or restore essential public utility service.

Excess Capacity: The volume or capacity in any existing facility that is not being used or is

not proposed to be used as part of a concrete plan for the future at the time that an application is made for a Right-of-Way Permit by an Applicant or Co-Locator.

Existing Facility: An overhead or underground facility in existence on the date of the

Application for a Right-of-Way Permit.

Facility: Any overhead or underground facility or attachment thereto including without

limitation any utility or other pipe, duct, line, pole, wire, cable, transmission line, conduit, pedestal, wave guide, dish, antenna, electronic or other thing located or proposed to be located in, on, above, along, under or across a Right-of-Way.

FCC: Federal Communications Commission.

Grandfathered Facility: An overhead or underground facility in existence on the Effective

Date.

Grant of Location: Permission granted by the Awarding Authority of the Town to a public

Utility or Person, in order to conduct its regulated activities, to locate poles, piers, abutments or conduits or attachments thereto or railway routes on, in, above, along, under or across a Public Way in accordance with the procedures set out in M.G.L. Chapter 166 section 22, Chapter 161 section 70, Chapter 162 section 8 and with this Bylaw.

Grant of Location Applicant: An Applicant or Co-Locator which is a public utility

conducting a business described in section 21 of Chapter 166 of the Massachusetts General Laws of a Person.

Highway Superintendent: That individual, appointed or elected in accordance with Chapter

41, sections 1, 66 or 69E of the M.G.L.

Inspector of Wires: That individual appointed by the Town to fulfill the responsibilities set out in M.G.L. Chapter 166 section 32.

License Agreement: An agreement between the Town and an applicant owner of a facility setting forth detailed contractual terms and obligations of the owner of a facility and entered into incident to the grant of a Right-of-Way Permit.

Licensed Contractor: A contractor authorized by the Awarding Authority as a provision of the license agreement with the Applicant to undertake work in the Town Right-of-Way.

Local Exchange Carrier: Every person or entity that directly or indirectly owns, controls, operates and manages plant, equipment or property within the Town used or to be used for the purpose of offering telephone service and which is licensed by the FCC and certified by the DTE under C. 159 M.G.L. as a local exchange carrier.

Measurable Interference: Interference as defined by FCC Regulations (47 C.F.R.) which affects the telecommunications services provided by a permit holder.

Modification: A material physical change to an existing facility such that its use, capacity or location is materially altered.

Network: All public and private poles, towers, transmitters, receivers, relay devices, conduits, pipelines, cables, wires, ducts, structures, manholes, hand holes, and related structures and equipment, which are sited in a public way or a public Right-of-Way or any part of a public way or public right-of-way and which are used for telecommunications services.

New Facility: An overhead or underground facility or an attachment that has not yet been constructed but that is proposed and described in an application for a Right-of-Way Permit.

Normal Working Hours: 7:30 a.m. to 4:30 p.m. Monday through Friday excluding Town holidays.

Occupied Area: The area in square feet to be occupied by an overhead facility (including

space adjacent to the facility and rendered practically unusable by others whether because of physical limitations or potential measurable interference or otherwise) all as reasonably determined by the Awarding Authority. In the case of pole lines, for the purposes of computing square feet, the width dimension generally shall be determined with reference to the maximum distance that protuberances such as crossarms, guy wires, etc. extend perpendicularly from the center-line of the poles. Also included in the license for a pole and at no additional rental, is the right to penetrate the surface of the Right-of-Way to the depth reasonably necessary to support the pole.

Occupied Volume: The volume measured in cubic feet occupied by an underground facility

(including a minimum of three [3] foot space adjacent to the facility rendered practically unusable by others whether because of physical limitations or potential measurable interference or otherwise) all as reasonably determined by the Awarding Authority.

Overhead Facility: Any tower, telecommunication facility and pole including poles and

overhead wires and associated overhead structures including attachments located or proposed to be located above the surface of the Right-of-Way including the underground supports and foundations for such facilities.

Overhead License Rental Payment: The annual dollar amount to be paid by an Applicant to the Town for using the Right-of-Way for an overhead facility.

Overhead License Rental Rate: Shall have the meaning subscribed to it and shall be computed annually as set out in Section 16-166.8 of this Bylaw.

Permit Holder: An Applicant or Co-Locator to whom a Right-of-Way Permit has been granted.

Permit Term: The period for which the permit holder has been granted a Right-of-Way Permit. Said period shall be as set forth in Section 16-166.7 of this Bylaw.

Planning Board: The Planning Board of the Town of Stoneham.

Pole or Poles and Overhead Wires and Associated Overhead Structures: poles, towers,

supports, wires, conductors, guys, stubs, platforms, crossarms, braces, transformers, insulators, cut-outs, switches, communication circuits, appliances attachments, and appurtenances located above ground, upon, along or across any Public Way or private ways of the Town and used or useful in the transmission of

intelligence by electricity or otherwise, or for the transmission of television signals, whether by electricity or otherwise, or for the transmission of electricity for lighting, heating or power, or for the construction or operation of a street railway or an electric railroad; **provided**, that said phrase shall not mean or include any of the following:

- (i) poles, towers, overhead wires and associated overhead structures used exclusively in the transmission but not the distribution of electricity;
- (ii) poles used exclusively for police and fire alarm boxes or any similar municipal equipment installed under the supervision and to the satisfaction of the engineer of the municipality;
- (iii) wires (exclusive of supporting structures) crossing any portion of any underground utility district from which overhead wires have been prohibited, or connecting to buildings on the perimeter of such portion, when such wires originate in an area from which poles and overhead wires and associated overhead structures are not prohibited;
- (iv) overhead wires attached to the exterior surface of a building by means of a bracket or other fixture and extending from one location on the same building or to an adjacent building without crossing any public Right-of-Way;
- (v) radio antennae, their associate equipment and supporting structures used by a utility for furnishing communication services; and
- (vi) service terminals including transformers in pedestals above ground used to distribute electric or communication service in underground systems.

Pole Attachment: An attachment which is a wire or cable for transmission of intelligence by

telegraph, telephone or television, including cable television, or for the transmission of electricity for light, heat, or power or for the transmission of telecommunications services and any related device, apparatus, appliance or equipment installed upon any pole or in any telegraph duct or conduit owned or controlled in whole or in part by one or more public utility.

Public Utility: A gas and electric company subject to M.G.L. Chapter 164, telephone and

telegraph company subject to M.G.L. Chapter 166, cable TV company subject to M.G.L. Chapter 166A, water and aqueduct company subject to M.G.L. Chapter 165, or street railway subject to M.G.L. Chapter 161 or electric railroad subject to M.G.L. 162.

Public Utility Use: The use of a facility by a public utility during the permit term in

conducting its regulated activities but not including any non-public utility use by such public utility or any use by a non-regulated affiliate of a public utility or any other use by any other person or entity.

Public Way: Any road (including such appurtenances as berms, curbs, drains, sewers, water

mains, sidewalks and paved and unpaved shoulders within the paper layout) to which the public has access and that the Town is responsible for maintaining.

Public Works Construction License: A license or authorization granted by the Awarding

Authority as a provision of the license agreement with the Applicant for all Contractors (who are not officers or employees of a public utility or of a municipal department) to perform road opening work in the Public Ways of the Town.

Regulated Activities (of Public Utilities): The transmission of natural gas and electricity by

a gas or electric company subject to M.G.L. Chapter 164, the transmission of voice or telegraph messages by a telephone and telegraph company subject to M.G.L. Chapter 166, the transmission of video broadcasts by television or cable television (including other activities deemed incidental thereto by federal law) subject to M.G.L. Chapter 166A, the provision of street railway services subject to M.G.L. Chapter 161 or transportation by electric railroad subject to M.G.L. Chapter 162.

Right-of-Way: The surface and space on, along, above and below any real property which is

a Public Way or other way in which the Town has an interest in law or equity, whether held in fee or other estate or interest, or as trustee for the public, including, but not limited to any public street, boulevard, road, highway, freeway, lane, alley, court, sidewalk, parkway, river, tunnel, viaduct, bridge, park, skyway, or skyway bridge.

Right-of-Way Permit: A permit granted by the Awarding Authority to an Applicant for

permission to construct, to repair and maintain, and to use overhead and underground facilities that it owns and which are located or to be located in the Right-of-Way. Also a permit granted by the Awarding Authority to a Co-Locator for an attachment to a new or existing facility.

Right-of-Way Work: Any construction, repair or maintenance of utility or other pipes,

ducts, lines, poles, wires, cables, conduits, pedestals, antennas, dishes, electronics or other thing located in, on, above, under or across a Right-of-Way.

Street Opening Work: Any cutting, excavating, compacting, construction, repair or other

disturbance within or under a Public Way together with restoration of the Public Way in accordance with the Town Street Opening Bylaw following such disturbance but excluding the location or relocation of utility poles for which a Grant of Location has been obtained pursuant to M.G.L. Chapter 166 section 22.

Telecommunications: The transmission between or among points specified by the user of

information of the user's choosing without change in the form or content of the information as sent and received.

Telecommunications Carrier: Every person or entity that directly or indirectly owns, controls, operates or manages plant, equipment or property within the town used or to be used for the purpose of offering telecommunications service and which is licensed by the FCC and certified by the DTE under C.159 M.G.L. as a telecommunications common carrier.

Telecommunications Facility: A facility other than customer premises equipment used by a telecommunications carrier to provide telecommunications service and includes software integral to such equipment (including upgrades), cables, wires, lines, wave guides, electronics, dishes and antennas.

Telecommunications Service: The offering of telecommunications for a fee directly to the public or to such classes of users as to be effectively available directly to the public regardless of the telecommunications facilities used.

The Telecommunications Act of 1996: Public Law 104-104-Feb. 8, 1996. 110 Stat.57.

Town: The Town of Stoneham.

Transmission Line: Lines and associated structures used for the transmission of electric energy sold, or to be sold, at wholesale in interstate commerce.

Underground Facility: Any pipe, duct, line and conduit and telecommunications facility or other thing including attachments located or proposed to be located under the surface of the ground but excluding the underground foundations or supports for overhead facilities.

Underground License Rental Payment: The annual dollar amount to be paid by an Applicant for use of the Right-of-Way for an underground facility.

Underground License Rental Rate: Shall have the meaning subscribed to it and shall be computed annually as set out in Paragraph VIII B of this Bylaw.

Usable Space: The total usable capacity of any overhead or underground facility located in

the Right-of-Way as reasonably determined by the Awarding Authority.

Sec. 16-166.4

Necessity of a permit

No work in, on, under, along, above or across a Right-of-Way or use of a Right-of-Way shall commence until the Applicant and any Co-Locator each shall have applied for and obtained from the Awarding Authority a Right-of-Way Permit. Applicants with grandfathered facilities and any Co-Locator with grandfathered facilities located in the Right-of-Way shall be deemed to have applied for and been granted a valid Right-of-Way Permit for the permit term for such facilities and to be subject to all of the provisions of the license agreement substantially in such format as the Awarding Authority might deem appropriate.

An Applicant or Co-Locator which wishes to continue to use a grandfathered facility after the expiration of the permit term each must file an Application and treat such facility as a new facility. From and after the Effective Date, Applicant or Co-Locator must also obtain a Right-of-Way Permit for any modification of or new attachment to a grandfathered facility.

Any Applicant or Co-Locator using a grandfathered facility for any purpose other than a public utility use must notify the Town of such use of each such facility within one hundred eighty (180) days after the Effective Date. Any Applicant or Co-Locator which after the Effective Date wishes to make a use of its grandfathered facility which is not a public utility use must, prior to commencing such use, apply for and obtain a Right-of-Way Permit for such non-public utility use.

Traffic lights, fire hydrants, mail boxes and similar intrusions in the Right-of-Way that are accessory uses to the primary use of the property such as awnings, balconies, over-hanging signs and sidewalk cafes are exempted from this Bylaw.

Prior to the Town accepting a private way as a Public Way, such Applicant with a facility located in, on, under or across the private way and each Co-Locator using such facility including a Co-Locator Public Utility shall apply for and obtain a Right-of-Way Permit from the Awarding Authority.

A public utility that is petitioning for a Grant of Location in accordance with Ch. 166 section 22, Ch. 161 section 70, or Ch. 162 section 8 of the M.G.L. as part of its Application for a Right-of-Way Permit shall so indicate on the Application. A Right-of-Way Permit granted to a public utility for a facility to the extent of public utility use shall constitute a Grant of Location as well.

No Right-of-Way Permit shall be granted unless Applicant demonstrates to the reasonable satisfaction of the Awarding Authority that sufficient existing capacity remains in existing facilities to accommodate an attachment or that Applicant will construct new facilities in accordance with the requirements of this Bylaw. Except for transmission lines, in the event that all of the usable space of existing overhead facilities has been used up, the Town may in its reasonable discretion require that the Applicant construct new underground facilities.

All construction work contemplated by this Bylaw shall be done in a good and workmanlike manner using the best engineering and construction practices and shall be done in accordance with:

- (1) all applicable laws and regulations,
- (2) all of the provisions of this Bylaw,
- (3) any conditions contained in the Right-of-Way Permit, and
- (4) such reasonable supplemental instructions not inconsistent with the foregoing as the Awarding Authority or its authorized representative may from time to time issue.

Work that involves road opening activity must comply with the Town Street Opening Bylaw and Department of Public Works' Procedures. Applicants proposing road opening activity must contact and consult with the Town's Director of Public Works regarding further information and requirements.

No person or entity may perform any work in or under a Right-of-Way unless it is a permit holder and:

- (1) is a municipal department, public utility, telecommunications carrier or local exchange carrier or their respective officers or employees or
- (2) has engaged a Town licensed contractor and such holder performs all such Right-of-Way Work as agent of permit holder after complying with the Town Street Opening Bylaw.

Sec. 16-166.5 Requirements of application

A. Information Required of All Applicants and Co-Locators

Applicants or Co-Locators seeking a Right-of-Way Permit shall file on forms designated by the Awarding Authority a completed and signed Application at the office of the Awarding Authority which shall include the following information:

- (1) The identity and legal status of the Applicant or Co-Locator including any parent or affiliated corporation.
- (2) The address and telephone number of the corporation and the name of the officer, agent or employee responsible for the accuracy of the Application.

- (3) If a public utility (or municipal department), the federal identification number of the entity. All others must in addition specify their FCC license number and submit evidence of certification by the DTE.
- (4) A general description of Applicant's existing overhead or underground facilities within the Town that it is using to provide service and the service that it is currently providing.
- (5) A detailed description of the service that Applicant or Co-Locator intends to offer or provide to persons, forms, businesses or institutions within the Town and whether the use of the facility to provide the service will constitute a public utility use.
- (6) A detailed description of the underground or overhead facilities Applicant or Co-Locator intends to use or construct, their useful life and full dimensions of the proposed facility including but not limited to the following as applicable: height of poles, number of wires and their diameter, height of wires above the Right-of-Way, voltage of electric transmission lines, diameter of mains and conduits.
- (7) Maps or plans showing the exact location of the existing or proposed new facility in the Right-of-Way using engineering metes and bounds, street names and intersecting street names. All maps and plans must show a north arrow and include a Locus Map at an appropriate scale (1-inch equals 400 feet is the preferred scale). A copy of the maps and plans must be provided in an appropriate digital format as specified by the Awarding Authority.
- (8) A statement as to whether new facilities will be built or existing facilities will be used and who is the Applicant with respect to such facility.
- (9) In the case of a Co-Locator seeking a permit for an attachment to a facility, the Applicant of which is exempt in whole or part from the obligation to make annual license rental payment for the facility as provided herein, such application shall be made jointly by Applicant and Co-Locator. Each must sign the application and Applicant must acknowledge in writing in form and substance satisfactory to the Town, its obligation to pay the amount, if any, of annual license rental payment due the Town in respect of such attachment.
- (10) The names of Co-Locators who share or will share the facility. Applicants must provide evidence that Co-Locators have received their own Right-of-Way Permit and identify all pending Co-Locator Application.
- (11) Evidence that Applicant or Co-Locator has obtained all other governmental approvals and permits needed to use existing facilities and to offer or provide services.

B. Petitions for Grants of Location

Applicants or Co-Locators that are public utilities and that are seeking a Grant of Location as part of the Right-of-Way Permit shall also provide the following information as part of the application:

- (1) A statement as to the demonstrated need to construct the new facility or make an attachment to an existing facility.
- (2) A list of abutters' names and addresses within two hundred (200) feet.
- (3) The kind, size and tested strength of supporting or service wires for poles.
- (4) The maximum voltage that will be transmitted over wires and the maximum cubic feet of gas that will be transported through mains.
- (5) The size and pressure of gas mains and what the main is made of.
- (6) A list of all posts, poles or other supports of wires included in the Grant of Location.
- (7) The number of cross arms in use with each pole and the number of wires that are already attached thereto and the number of wires that are proposed.
- (8) The location of conduits and manholes in relation to all of the existing underground facilities, including those not owned by Applicant, and proposed new underground facilities.

C. Applications for New Facilities - Supplemental Information Required.

If new facilities are to be constructed, Applicant must submit the following additional information as part of the Application:

- (1) Preliminary engineering plans, specifications and a Site Plan of the facilities to be located within the Right-of-Way at a scale of one inch equals forty (40) feet which shall show
 - (a) all property lines,
 - (b) the exact location of the proposed new facilities, and
 - (c) existing facilities, streets, landscape features, residential dwellings, and all buildings located within two hundred (200) feet of the new facility prepared by a Professional Engineer registered to perform the

required work in the Commonwealth of Massachusetts or other qualified professional registered to perform the required work in the Commonwealth of Massachusetts.

- (2) A network map showing the location and route of the new facilities superimposed on the Public Ways of the Town on a scale of one (1) inch equals two hundred (200) feet prepared by a Professional Engineer registered to perform the required work in the Commonwealth of Massachusetts or other qualified professional registered to perform the required work in the Commonwealth of Massachusetts. The Awarding Authority may permit an alternate scale if unique circumstances warrant an alternate scale and scale of the map permits adequate conveyance of the information depicted.
- (3) A copy of the maps and plans must be provided in an appropriate digital format as specified by the Awarding Authority.
- (4) The location of all existing facilities, including those not owned by Applicant, located along the proposed route.
- (5) The specific trees, structures, improvements, facilities and obstructions, if any, that Applicant proposes to temporarily or permanently remove or relocate.
- (6) Evidence as to what, if any, excess capacity is available for attachment to existing facilities located along the proposed route with a specification of how much excess capacity will exist after the installation of the new facility. If co-location is not proposed, an affidavit attesting to the fact that Applicant made diligent but unsuccessful efforts to obtain permission to install or co-locate new facilities on existing facilities, the reason for the denial of co-location and whether an appeal to the DTE has been adjudicated.
- (7) If new facilities are to be constructed, the excess capacity that will exist in or on them after their installation and use by the Applicant and any identified Co-Locator.
- (8) The useful life of the proposed facility or attachment.
- (9) Information as to the type and frequency of any telecommunications equipment that will be installed.
- (10) A preliminary construction schedule and completion date.
- (11) Financial statements prepared in accordance with generally accepted accounting principles demonstrating Applicant's financial ability to construct, operate, maintain, relocate and remove the proposed Facilities.
- (12) Information in sufficient detail to establish Applicant's technical qualifications, experience and expertise regarding the facilities to be constructed and operated.

(13) Evidence that Applicant has obtained all other governmental approvals and permits needed to construct the new facilities.

(14) The name of the licensed contractor who will perform the construction work. In extraordinary situations where the work will be / is out for bid, provide the anticipated bid response date. The Contractor will need to apply to be licensed by the Town.

(15) An application fee.

(16) A Certificate of Insurance in coverages as specified in Section 16-166.7 J.

(17) Such other information as may be reasonably required by the Awarding Authority.

D. Number of Copies Applications Required.

Applicants must submit at least seven (7) copies of ALL application materials.

Sec. 16-166.6 Application procedure

A. Departmental Reviews Required.

Upon receipt of a completed and signed Application, the Awarding Authority shall submit the application and associated plans to the Conservation Commission, Department of Public Works, Planning Board / Town Planner, Police Department, Fire Department and the Building Department (hereafter referred to as "the departments") for review. The departments shall promptly review the Application and make written recommendations concerning approval to the Awarding Authority and, if appropriate, shall include recommendations concerning permit conditions and supplemental instructions. The departments requested to review the application and plans shall submit their comments within thirty-five (35) days of the date of Application. Failure to respond within this time frame shall be deemed as having no objection to the application. The Awarding Authority shall not act on any application until the thirty-five (35) day period for departmental reviews has lapsed.

B. Application and Review Fees.

The Applicant, as part of the filing of an Application, shall pay such application fees as established by the Board of Selectmen which shall not be less than one hundred (100) dollars. Further, the Applicant shall be responsible for any and all expenses associated with giving notice of a public hearing if any such hearing is required.

Further, if the application involves the construction of new facilities, the modification of existing facilities or a program of attachments the total construction cost of any of the foregoing is estimated to exceed one million (1,000,000) dollars, the Town may require the Applicant to enter into an agreement with the Town to reimburse the Town for the reasonable cost of engineering review by the Town's consultant of the plans submitted. Applicants shall submit a deposit to secure the cost of this review.

C. Grant of Location Public Hearing.

If the Right-of-Way Application includes a Petition of the Applicant for a Grant of Location for a new facility, the Awarding Authority shall promptly schedule a public hearing to be held within sixty-five (65) days of the date of a completed and signed application.

Notice of the public hearing shall be published in a newspaper of general circulation in the Town of Stoneham for no less than two (2) consecutive weeks prior to the Public Hearing.

Further notice shall be posted in the Town Hall. Owners of property abutting within two hundred (200) feet the location on which the new facility is proposed shall be notified by mail with a copy of the newspaper advertisement at least fourteen (14) days prior to the public hearing and given the opportunity to speak at the public hearing and present evidence. A copy shall also be sent to the Town Clerk at 35 Central Street. The Applicant shall be responsible for all costs related to a public hearing.

D. Timely Decision.

The Awarding Authority shall make a Decision on approval or disapproval of the application in a timely manner, but within no more than one hundred eighty (180) days of the date of submittal of the application or public hearing, whichever is later.

The Awarding Authority shall review the application, any evidence presented at a Grant of Location public hearing, and the recommendations received from the departments and make a determination on the application taking into account the recommendations received, testimony and evidence presented if any, and such other facts as it may reasonably consider such as:

- (1) The likelihood that the new facility will incommode the public use of public ways or endanger or interrupt navigation.
- (2) The financial and technical ability of the Applicant or Co-Locator to construct new facilities or to use the Right-of-Way.

- (3) The capacity of the Right-of-Way to accommodate the proposed new facilities, modifications or attachments.
- (4) The capacity of the Right-of-Way to accommodate additional new facilities if the permit is granted.
- (5) Potential damage or disruption (including measurable interference with telecommunications services) to existing facilities, or public property if the permit is granted.
- (6) The effect, if any, on public health, safety and welfare if the permit is granted.
- (7) The availability of alternate routes and/or locations for the proposed new facilities.
- (8) Applicable federal and state laws and Town Bylaws which might prohibit or affect the permit if granted.

If the application is considered favorably, a Right-of-Way Permit containing such conditions and supplemental instructions as the Awarding Authority reasonably deems appropriate shall promptly issue upon the satisfaction of any conditions precedent which the Awarding Authority may establish. If the application is not favorably considered, the Awarding Authority shall communicate in writing to the Applicant or Co-Locator the reasons its application was not favorably considered.

E. Posting of Decision.

Upon issuance of a decision to approve or disapprove, the Awarding Authority shall cause the decision to be posted in the Office of the Town Clerk for public review.

This decision shall include the reasons for the decision and any conditions attached to said decision. A decision to grant Approval shall include an Order of Conditions which incorporates, but is not limited to the following provisions:

- (1) Reimbursement of all reasonable costs associated with regulatory review and oversight which were not covered by the application fees and engineering fees previously paid; insurance, and all municipal costs associated with road opening, traffic control, utility and conduit location, and utility permitting, monitoring and relocation.
- (2) Indemnification of the Town of Stoneham for all costs, damages, and liability associated with property damage or personal injury claims of any sort related to the project.

- (3) A requirement that the Applicant shall obtain permits from the appropriate departments and agencies for all project work including but not limited to road openings, network location, safety of proximate structures, road repair and resurfacing, wiring, connections, and wetland alterations and crossings.
- (4) A requirement that the Applicant shall make unused or vacant conduit capacity available for sale or leased use by other networks and networks developers in conformity with the provisions of this Bylaw.
- (5) Construction must begin within six (6) months from the date of the decision and be completed within a construction period to be specified in the Order of Conditions.

F. Grant of Location to be Included in Right-of-Way Permit.

If a Grant of Location has been requested as part of the application for a Right-of-Way Permit and the Application has been considered favorably, the Right-of-Way Permit shall also constitute an order granting the location. The Grant of Location will specify where the new facility or attachment may be placed, and (with the exception of Grants of Location for transmission lines) the kind or poles, piers or abutments which may be used, the number of wires or cables which may be attached thereto, the height to which the wires or cables may run and the maximum voltage between conductors to be carried through same. Grants of Locations for poles are limited to one pole per location. The Grant of Location may contain such other conditions and supplemental instructions as the Awarding Authority reasonably deems appropriate.

Sec. 16-166.7 Terms of the Right-of-Way permit

A. Conditions of Permit.

All Right-of-Way Permits granted are conditioned upon:

- (1) the Applicant having obtained and submitted to the Awarding Authority, prior to construction and installation of its new facilities, a Bond as required in subsection (K)(2) hereafter, and,
- (2) Permit holder's agreement to make any excess capacity of its facility available to other Applicants on commercially practical and technically feasible terms, and,
- (3) to the extent feasible and subject to reasonable availability and agreement between a telecommunications carrier and the Town concerning price, maintenance, access and security, interconnection of the new telecommunications facility with public buildings, and

- (4) the execution and delivery of a Town of Stoneham Right-of-Way license agreement in the form and substance satisfactory to the Awarding Authority.

B. Permit Term.

Rights-of-Way Permits shall be valid for the period commencing on the date of filing of an application and ending upon the earlier to occur of:

- (1) the expiration of the useful life of the facility as reasonably determined by the Awarding Authority or
- (2) twenty years from the date of the application.

A permit holder desiring to continue to use the facility after the expiration of the permit term shall not more than one hundred eighty (180) days nor less than ninety (90) days before expiration of the current permit file an application with the Town for a permit as though the existing facility were a proposed new facility. Each Co-Locator must also file for a new permit.

C. Revocation of Permits.

Except to the extent that a Right-of-Way Permit also constitutes a statutory Grant of Location and current law limits the ability of the Awarding Authority to revoke a Grant of Location, the Awarding Authority during the permit term may revoke a Right-of-Way Permit granted hereunder after notice and hearing if it shall reasonably determine that:

- (1) permit holder is in default
- (2) permit holder fails to start to construct the facilities for which a permit was granted within six (6) months of granting of the permit
- (3) permit holder has failed to relocate its facility or attachment to a new location within the designated time following an order from the Awarding Authority to relocate such facility or attachment or
- (4) if the Awarding Authority determines that public necessity and convenience requires the revocation of a Grant of Location held by a street railway. The permit holder shall be given not less than ten (10) days prior written notice of the time and place of the hearing on revocation and shall have the opportunity at the public hearing to present evidence.

D. Removal of Facilities.

Following revocation of the permit or the expiration of the permit term without an application to continue to use the facility unless then existing statutes shall require a different result and, if ordered by the Town, permit holder shall cease using the Right-of-Way. Permit holder shall remove all of its overhead and underground

facilities from the Right-of-Way and restore the area to its original condition within six (6) months following expiration of revocation of the permit. In the event that the permit holder fails to remove its facilities, the Awarding Authority may treat such as abandoned property and, among other remedies, remove the facilities and restore the area at the owner's sole cost and expense.

E. Removal of Unauthorized Facilities.

With the exception of permits held by municipal departments and permits held by public utilities, within thirty (30) days following written notice from the Town, any person or entity that owns, controls or maintains any overhead or underground facilities located within the Right-of-Way for which a permit has not been obtained and which is not a grandfathered facility shall apply for a permit and may request a hearing before the Awarding Authority and shall have the opportunity at the hearing to present evidence. If the Application for a permit is denied, Applicant shall, at its own expense, remove such facilities from the Right-of-Way and restore the area to its original condition within six months of the date of the denial of the permit.

In the event that the Applicant fails to remove its facilities, the Awarding Authority may treat such as abandoned property and, among other remedies, remove the facility and restore the area at owner's sole cost and expense.

F. Re-Location of Facilities due to Public Necessity.

The location of any overhead or underground facility covered by a Right-of-Way Permit may be changed by order of the Awarding Authority if it determines in its reasonable discretion that public necessity requires relocation of the facility. Except for emergency repair work, Applicant is required to notify all Co-Locators upon receiving an order to relocate the facility from the Awarding Authority. Applicant and all Co-Locators shall, at their own expense, relocate their facilities to such location as shall have been approved by the Awarding Authority within ninety (90) days of the receipt of the order of the Awarding Authority. Upon relocation Applicant shall promptly supply Awarding Authority with "as built" plans of the relocated facility. Following the transfer of the facility and any attachments from the existing facility to the new facility, the existing facility shall be removed from the site within ninety days from the date of the completion of the transfer.

Unless directly and proximately caused by the willful, intentional or malicious acts by the Town, the Town shall not be liable for any damage to or loss of any overhead or underground facility located in the Right-of-Way as a result of or in connection with any public works, public improvements, construction, excavation, grading, filling or work of any kind in the Right-of-Way by or on behalf of the Town. Rights-of-Way Permits and Grants of Location for facilities that have been ordered to be relocated will be amended to reflect the new location once the facilities have been re-located.

G. Assignment of Facilities.

Except in connection with a transaction to which Section 15B of Chapter 166 of the Massachusetts General Laws applies, a Right-of-Way Permit is not assignable. If a permit holders transfers ownership or use of its facilities to another entity, such entity must apply for and receive its own permit in accordance with this Bylaw.

H. Non-exclusive grant.

No permit granted under this Bylaw shall confer an exclusive right, privilege, license or franchise to occupy or use the Right-of-Way of the Town for delivery of services or any other purposes. No permit granted under this Bylaw shall convey any right, title or interest in the Right-of-Way but shall be deemed a license to use and occupy the Right-of-Way in accordance with the terms of this Bylaw and the Town of South Hadley Right-of-Way license agreement. Further, no permit shall be construed as a warranty of title. A permit shall be limited to a license to use only that specific portion of a Right-of-Way as specified in the plan that accompanies the Application and in any permit or license agreement.

I. Co-Location of Facilities.

Issuance of a Right-of-Way Permit is conditioned upon the agreement of the Applicant(s) to make excess capacity available to other Co-Locators on commercially practical and technically feasible terms. All new facilities for which a Right-of-Way Permit has been issued shall be constructed, installed and located in accordance with the following terms and conditions:

- (1) Attachments shall be installed within existing underground or overhead facilities whenever excess capacity exists within such existing facility.
- (2) Whenever existing facilities have been required by the Town to be located underground within a Right-of-Way, no permit will be granted for an overhead facility.
- (3) Whenever any existing facility is required by the Town for reasons of public necessity to be relocated, each Applicant owner shall relocate its facilities within a reasonable period of time and all Co-Locators who share the facility shall, absent extraordinary circumstances or undue hardship as determined by the Awarding Authority, also relocate their attachments concurrently to minimize the disruption of the Right-of-Way.
- (4) Whenever new underground facilities must be constructed because the excess capacity of existing facilities has been exhausted, Applicant shall anticipate its needs for at least thirty years and is encouraged to construct new underground facilities sufficient to meet its needs for this time period as well as provide excess capacity to Co-Locators on commercially practical and technically feasible terms.
- (5) The Town shall have the right, free of charge, to place its fire alarm telegraph, telephone and police and traffic signal wires upon any poles or within any conduits in each case when it is practicable and safe so to do. In every underground conduit hereafter constructed, four (4) ducts (being agreed as sufficient space) not less than three (3) inches in diameter, spaced three (3) inches apart and encased in concrete shall be reserved and maintained for the above enumerated systems of the Town, and the Town shall have the right of access thereto at all reasonable times for purposes of repair, alteration, installation or maintenance

thereof. Handholes shall be installed, spaced no further than two hundred fifty (250) feet apart and located at every street intersection to accommodate cable installation.

J. Insurance.

The permit holder shall acquire and continuously maintain while it possesses a Right-of-Way Permit liability insurance coverage on all personnel and equipment used to construct, operate, maintain and repair the overhead and underground facilities located within the Right-of-Way.

This insurance must be with insurance companies licensed to do business in the Commonwealth of Massachusetts and shall contain the following coverages and be in the following minimum amounts:

Commercial General Liability Insurance – including operation, independent contractors, complete operations for a period of one (1) year from completing the Right-of-Way Work, XCU hazards, broad form property damage and personal injury.

General Aggregate:	\$ 2,000,000.00
Products and complete operations	
Aggregate	\$ 2,000,000.00
Each occurrence	\$ 1,000,000.00
Combined single limit	\$ 1,000,000.00

Automobile Liability Insurance (covers owned, non-owned and hire vehicles)

Bodily Injury Liability	\$ 500,000.00 ea. person
	\$ 1,000,000.00 ea. accident
Property Damage Liability	\$ 250,000.00 ea. accident
Combined Single Limit	\$ 1,000,000.00

Worker's Compensation and Employer's Liability

Each Accident	\$ 100,000.00
Disease – Policy Limit	\$ 500,000.00
Disease – each Employee	\$ 100,000.00

Certificates of Insurance shall provide for at least thirty (30) days notice to the Awarding Authority of cancellation or material change. The name of the municipality shall be listed as an additional insured on the Certificate of Insurance.

K. Construction Requirements

- (1) All permit holders are required to obtain a building and electrical permit (if applicable), and (except for poles and attachments thereto) a road opening permit from the Awarding Authority. Once commenced, construction shall proceed at an uninterrupted and consistent pace so that the Right-of-Way Work described in the permit will be completed within a reasonable time.
- (2) Before commencing construction, permit holders shall submit to the Awarding Authority a performance bond, with corporate surety satisfactory to the Awarding Authority, in an amount equal to the value of the construction which shall assure:
 - (a) the satisfactory completion of installation and commencement of operation of the system in accordance with the terms of the permit,
 - (b) the indemnity of the Town from and against any and all claims for injury or damage to persons or property, both real and personal, caused by the construction, and installation of the facilities authorized pursuant to the permit,
 - (c) the satisfactory restoration of adjoining property and public property in accordance with the provisions of this Bylaw.

This bond shall be maintained in force until one (1) year after the completion of the construction work.

- (3) Construction of new facilities must conform to the plan accompanying the Application and to the terms of the permit and license agreement. All Right-of-Way Work must conform to the Americans with Disabilities Act and the Architectural Access Board Regulations as currently in effect.
- (4) Right-of-Way Work shall comply with the following:
 - (a) Working Hours. Except for emergency repair work, Right-of-Way Work shall occur during normal working hours. Permit holder must give notice of the intended Right-of-Way Work seventy-two (72) hours in advance to the Town's Director of Public Works and unless the requirement for a police detail is waived by the Police Chief of the Town or by other Bylaw, must arrange for and pay for a police detail to be present throughout the period of time that the Right-of-Way Work is being conducted.

- (b) **Obligation to Locate Existing Facilities.** Permit holder or contractor must inform itself as to the existence and location of all existing facilities located in the same general area as the new facilities are to be located and must confer with the owners thereof in order to obtain information as to the vertical and horizontal locations of the facilities and other conditions that might affect the Right-of-Way Work.
- (c) **Non-Interference with Existing Facilities.** Permit holder or contractor shall not interfere with an existing facility without the written consent of the Awarding Authority and the owner of the existing facility. If it becomes necessary to relocate an existing facility to accommodate the new facility, this shall be done by its owner and the cost of such work shall be borne by the permit holder.
- (d) **Dig Safe.** Permit holder shall, in accordance with Chapter 164 section 76D of the M.G.L., notify all Public Utilities seventy-two hours in advance of making any excavation in a Public Way. Such notification shall be made by means of obtaining a DIG-SAFE number. Said number shall be provided on the road opening application.
- (e) **Protection of Existing Facilities.** Permit holder or contractor shall adequately support and protect by timbers, sheeting, etc. all existing overhead or underground facilities which may be in any way affected by the Right-of-Way Work and shall do everything necessary to support, sustain and protect them under, over, along or across such work area. Excavation work shall be performed and conducted in such manner that it shall not interfere with access to fire stations, fire hydrants, water gates, underground vaults, catch basins, manholes or any other public structure.
- (f) **Adjoining Property.** Permit holder or contractor shall, at all times at its own expense, preserve and protect from injury any adjoining property and shall take such precautions as may be necessary for this purpose. Permit holder shall be responsible for all damages to public or private property or streets resulting from its failure to properly protect and carry out the Right-of-Way work.
- (g) **Trees.** Permit holder or contractor shall not remove, even temporarily, any trees or shrubs which exist in the Right-of-Way work area without first obtaining the consent of the Town Tree Warden. In the event a tree is either accidentally destroyed by the permit holder or contractor or is authorized for removal by the Town Tree Warden, permit holder or contractor shall remove the tree, stump and debris from the work site and replace the tree with a tree meeting specifications provided by the Town Tree Warden in a location approved by the Town Tree Warden. Replacement quantity shall be determined by measuring the circumference of the tree(s) at four (4) feet off the ground divided by 3.14 to determine an equivalent caliper. The equivalent caliper shall be multiplied by one and one half (1.5) to determine the minimum caliper replacement required by one (1) or more trees.
- (h) **Excavated Material.** Permit holder or contractor shall remove all excess excavated material, surplus water, muck, silt, residue or other run-off pumped or removed from excavations from the Right-of-Way work site.

- (i) Temporary Repairs of Underground Facilities. At the end of each day, all trenches must be plated if repair work is not completed. No un-plated trenches are permitted overnight and work in plated trenches must be continually prosecuted to completion to minimize the time trenches are plated.
- (j) Noise. Permit holder or contractor shall perform the Right-of-Way work in such a manner as to avoid unnecessary inconvenience and annoyance to the general public and occupants of neighboring property. During the hours from 7:00 p.m. to 7:00 a.m. permit holder or contractor shall not use, unless otherwise specifically permitted by the Awarding Authority any tool, appliance or equipment producing noise of sufficient volume to disturb the sleep or repose of occupants of the neighboring property.

(1) Construction Noise Levels

7:00 a.m. to 5:00 p.m. (Monday – Friday)

9:00 a.m. to 5:00 p.m. (Saturday)

70 dBA L10 level with a Maximum Noise Level not to exceed 86 dBA.

Construction noise levels shall not exceed General Noise Levels on Sundays, Legal Holidays, Saturdays before 9:00 a.m., Saturdays after 5:00 p.m. and weekdays between the hours of 5:00 p.m. and 7:00 a.m.

(2) General Noise Levels - Everyday

Daytime - 7:00 a.m. to 7:00 p.m.

Less than 10 Minutes	75 dBA
Between 10 Minutes and 2 Hours	70 dBA
In excess of 2 Hours	60 dBA

Nighttime - 7:00 p.m. to 7:00 a.m.

Less than 10 Minutes	60 dBA
Between 10 Minutes and 2 Hours	55 dBA
In excess of 2 Hours	45 dBA

- (k) Debris and Litter. The permit holder or contractor shall remove all debris and litter remaining from the Right-of-Way work site in a timely manner.

- (l) Lawn Surfaces and Plantings. All lawn surfaces which are disturbed during Right-of-Way work shall be replaced with sod or six (6) inches of screened loam, lime, fertilized and re-seeded with good quality lawn seed at the discretion of the Town. Any areas containing plantings shall be restored to their original condition with the same or similar plantings.
- (m) Erosion Control. Permit holder shall be responsible for all erosion control and for obtaining any necessary permits from the Town. Permit holder or contractor shall protect drainage structures from siltation by whatever means required including but not limited to the installation of hay bales and/or filter fabric. In the event that a drainage structure becomes damaged from siltation as a result of the Right-of-Way work, permit holder or contractor shall clean the structure before completing the Right-of-Way work.
- (n) As Built Plans. Within thirty (30) days following completion of construction of new facilities, permit holder shall file with the Awarding Authority complete As-Built Plans of the new facilities including an accurate map certifying the location of all facilities within the Right-of-Way prepared by a Professional Engineer registered to perform the required work in the Commonwealth of Massachusetts or other qualified professional registered to perform the required work in the Commonwealth of Massachusetts. A copy of the maps and plans must be provided in an appropriate digital format as specified by the Awarding Authority.
- (o) Tree trimming. Permit holders who own and maintain overhead facilities are responsible for trimming trees or other vegetation growing in the Right-of-Way to prevent their branches or leaves from touching or otherwise interfering with the overhead facility. All trimming or pruning shall be at the sole expense of the permit holder and performed under the supervision of the Town Tree Warden. Approval by the Town Tree Warden must be granted prior to undertaking trimming of trees or vegetation within the Right-of-Way. Permit holder must respond within five (5) calendar days, excluding weekends and holidays, of a request to trim trees by the Town Tree Warden.

L. Emergency Repair Work.

When notified by the Town, permit holder is required to respond to calls for emergency repair work within two (2) hours of the notice and to commence repairs immediately upon arrival at the site to protect the public.

M. Maintenance.

Permit holder shall at all times employ ordinary and reasonable care and install and maintain in use nothing less than commonly accepted methods and devices for preventing failures of overhead or underground facilities and accidents which are likely to cause damage, injuries or nuisances to the public. Owners of poles shall, upon the receipt of written notice served by the Inspector of Wires, promptly make such substitution or repairs of such poles, wires, posts, supports or attachments as may be required by the Inspector of Wires.

A. Overhead License Rental Payments

- (1) The overhead license rental payment for each overhead facility shall be computed by multiplying the occupied area of the facility by the applicable overhead license rental rate.
- (2) The occupied area of an overhead facility shall be determined in the reasonable discretion of the Awarding Authority.
- (3) The overhead license rental rate shall be determined annually by the Awarding Authority within sixty (60) days of the commencement of each fiscal year utilizing assessment data for the fiscal year just ended. The rate for the fiscal year in which an Application is filed (or the year of the Effective Date in the case of grandfathered facilities) shall be the applicable rate for the entire permit term.
- (4) An annual overhead license rate shall be calculated by:
 - (a) determining the assessed value of all taxable land in the Town for the previous fiscal year, and
 - (b) dividing the amount obtained in (a) by the total number of acres of land in Town subject to tax in that fiscal year and by expressing this quotient on a dollar per square foot basis (this represents a reasonable method to derive the value of the Town's investment in its Rights-of-Way) and
 - (c) determining in the reasonable judgement of the Awarding Authority the Town's cost of long-term capital and a reasonable capital amortization term. The combination of these two items shall be expressed as an amortization constant. (This constant represents the Town's reasonable judgment of the term over which the Town should recover its investment in its Rights-of- Way and a reasonable return on such investment which shall not exceed twenty (20) years) and
 - (d) multiplying the quotient obtained in (b) above by the constant determined in (c) and by expressing this product in dollars per square foot.

B. Underground License Rental Payment

- (1) The underground license rental payment for each underground facility shall be computed by multiplying the occupied volume of the facility by the applicable underground license rental rate.
- (2) The occupied volume of an underground facility shall be determined in the reasonable discretion of the Awarding Authority.

- (3) The underground license rental rate shall be determined annually by the Awarding Authority within sixty (60) days of the commencement of each fiscal year utilizing assessment data for the fiscal year just ended. The rate for the fiscal year in which an Application is filed (or the year of the Effective Date in the case of grandfathered facilities) shall be the applicable rate for the entire permit term.
- (4) An annual underground license rate shall be calculated by dividing the product obtained from the calculation described in Paragraph A (4) (d) above by the useable depth of the Rights-of-Way in the Town of Stoneham as reasonably determined by the Awarding Authority and expressing the quotient so obtained in dollars per cubic foot.

C. Exemption from Rental Payments

Applicants utilizing facilities (which includes use by Co-Locators) on the terms described below shall be exempt from the payment of underground or overhead license rental payments during the periods described as follows:

- (1) Applicants which are municipal departments to the extent that such facilities are used only for municipal purposes are exempt from the payment of rental payments hereunder.
- (2) Applicants with grandfathered facilities shall be exempt from the payment of rental payments to the extent of the type and extent of the uses being made of such grandfathered facilities as of the Effective Date and during the period commencing on the Effective Date and ending on the expiration or earlier termination of the permit term.
- (3) Applicants with grandfathered facilities which after the Effective Date propose to make uses of them, or allow Co-Locators to make uses of them which are not Public Utility Uses, shall have the exemption described in sub-paragraph (2) above reduced pro-tanto as to reasonably determined by the Awarding Authority and shall forthwith begin paying a pro-tanto portion of the annual rental payment for the use of the facility no longer subject to exemption. The rental payment shall be calculated as described above and the calculation shall utilize the fiscal year in which the Application for non-exempt use is made.

The pro-tanto non-exempt portion of the annual rental payment shall be reasonably determined by the Awarding Authority by comparing the portion of the occupied Area or occupied volume subject to nonexempt use to the total occupied area or occupied volume use being made of the facility. Evidence of well-established uniform practices evidenced by written policies or procedures of Applicants in establishing pole attachment fees or other similar charges to Co Locators or in allocating costs among affiliates shall be considered as prima facie evidence in determining reasonable allocation by the Awarding Authority.

- (4) Applicants with new and existing facilities which after the Effective Date propose to make public utility use or allow Co-Locators to make public utility use of a facility shall be pro-tanto exempt during the permit term

from the payment of the appropriate annual rental payment otherwise payable with respect to such facility to the extent of its public utility use determined as set out in sub-paragraph (3) above.

- (5) The routine replacement of a portion of a facility or a minor adjustment of the location of part of a facility (such as the replacement or relocation of a pole or replacement of wires or cables) in situations where the use and capacity remain unchanged in some circumstances may require an Applicant or Co-Locator to file an application for a Right-of-Way Permit but in such situations the exempt status of the facility shall not be affected.
- (6) All exemptions except those for municipal departments shall end upon the end of the initial permit term, but in no event later than July 1, 2020 unless then applicable law shall require a continuation of the exemption.

Sec. 16-166.9 Recording of orders and decisions

All orders and decisions by the Awarding Authority regarding Grants of Location, Rights-of-Way Permits, Transfers, Alterations, or any other actions authorized by this Bylaw are to be recorded and posted in the Office of the Town Clerk.

Sec. 16-166.10 Expiration of approval due to failure to act

In the event the recipient of the Grant of Location, Alteration, Right-of-Way Permit, or a Transfer of a License fails to act to begin and complete the work in accordance with the time schedule set forth in the Order of Conditions, the Approval shall expire. The Applicant shall not be entitled to reinstatement of the Order of Conditions.

Sec. 16-166.11 Appeals

A person or entity aggrieved by a decision of the Awarding Authority under this Bylaw may appeal such decision to the appropriate court of competent jurisdiction or, to the extent applicable law provides, to the DTE or the FCC.

Sec. 16-166.12 Severability

If any clause, section, or other part of this Bylaw shall be held invalid or unconstitutional by any court of competent jurisdiction, the remainder of this Bylaw shall not be affected thereby but shall remain in full force and effect.

or do anything in relation thereto.

Director, Department of Public Works

Article 2. Voted that the Town amend Stoneham Town Code, Chapter 16, Board of Selectmen, by adding a new Article VII., entitled “Grant of Location in Public Ways” and adding a new Sec. 16-166, entitled “Grant of Location & Rights of Way” as printed in Article 2 of the June 18, 2018 Special Town Meeting Warrant establishing local process and procedure relating to so-called Grants of Location allowing permission by persons and companies to construct and maintain transmission lines upon, along, under or across public ways in the Town of Stoneham

Majority Vote Required

Majority Vote Passes Per Moderator

Article 3. To see if the Town will vote to amend Stoneham Town Code, Chapter 11A “Stormwater” by adding **Sec. 11A.3. “Stormwater Management and Erosion Control”** as follows:

Sec.11A.3. Stormwater Management and Erosion Control

Sec. 11A.3.1 Purpose

The harmful impacts of soil erosion and sedimentation include impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater; contamination of drinking water supplies; alteration or destruction of aquatic and wildlife habitat; and overloading or clogging of municipal catch basins and storm drainage systems. Stormwater runoff from developed land uses can have these harmful impacts; it can also increase flooding and decrease groundwater recharge.

The purpose of Section 11A.3 is to provide for the health, safety and welfare of the citizens of the Town of Stoneham through the regulation of stormwater runoff from land disturbance and developed and redeveloped land uses.

The provisions of Section 11A.3 shall be administered so as to:

- (a) Require practices that reduce soil erosion and sedimentation, and control the volume and rate of stormwater runoff, resulting from land disturbance activities and developed land uses;

- (b) Promote infiltration and the recharge of groundwater;
- (c) Ensure that adequate soil erosion and sedimentation control measures and stormwater runoff control practices are incorporated into the site planning and design process and are implemented and maintained;
- (d) Require practices to control waste associated with construction activities, such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary wastes;
- (e) Ensure adequate long-term operation and maintenance of stormwater management structures;
- (f) Comply with the requirements of the Town of Stoneham's National Pollutant Discharge Elimination System (NPDES) permit for discharges from the municipal storm drain system; and
- (g) Ensure compliance through inspection, monitoring, and enforcement.

Sec. 11A.3.2 Definitions

Unless the context clearly indicates otherwise, the following words and terms, as used in Section 11A.3, shall have the following meanings:

Applicant: Any person requesting a Stormwater Permit.

Best Management Practice (BMP): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

Common Plan of Development Sale: Any plan reflected in an announcement, documentation or physical demarcation indicating That one (1) or more distinct construction activities are or may be undertaken on a Site or on contiguous Sites, either simultaneously or at different times or on different schedules.

Construction and Waste Materials: Excess or discarded building or site materials at a construction site, including concrete truck washout, chemicals, litter and sanitary waste, that may adversely impact water quality.

Erosion: The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.

Erosion and Sedimentation Control Plan: A document prepared by a qualified professional engineer or a Certified Professional in Erosion and Sedimentation Control, that specifies best management practices designed to control surface runoff, erosion and sedimentation during land-disturbing activities prior to or during construction.

Grading: Changing the level or shape of the ground surface.

Impervious Surface: Any man-made material or structure on or above the ground that prevents water from infiltrating the underlying soil. Impervious Surfaces may include roads, paved parking lots, sidewalks, and rooftops.

Land-Disturbing Activity (or Disturbance of Land): Any activity that causes a change in the position or location of soil, sand, rock, gravel, or similar earth material.

Massachusetts Stormwater Management Standards: The Stormwater Management Standards issued by the Massachusetts Department of Environmental Protection, aimed at encouraging recharge and preventing stormwater discharges from causing or contributing to the pollution of the surface waters or groundwater of the Commonwealth.

Municipal Storm Drain System (or Storm Drain System): The system of conveyances owned by the Town (including roads, catch basins, curbs, gutters, ditches, man-made channels, pipes, and outfalls) by which stormwater is collected or conveyed.

New Development: Any construction activities or land alteration that disturbs one (1) or more acres of land, on an area that does not contain Impervious Surfaces.

Operation and Maintenance Plan (O&M Plan): A plan establishing the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a Stormwater Management System.

Owner: A Person with a legal or equitable interest in property.

Pollutant: Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials (except those regulated under the Atomic Energy Act of 1954, as amended (42 U.S.C. 2011 et seq.)), heat, wrecked or discarded equipment, rock, sand, cellar dirt, industrial, municipal, and agricultural waste, and any other material that may cause or contribute to exceedance of water quality standards in the waters to which the Storm Drain System discharges.

Redevelopment: Any construction, land alteration or improvement of Impervious Surfaces that disturbs one or more acres of land, on an area that already contains Impervious Surfaces.

Runoff: Rainfall, snowmelt, or irrigation water flowing over the ground surface.

Sediment: Mineral or organic soil material that is transported, by wind or water, from its origin to another location.

Sedimentation: The process or act of deposition of sediment.

Site: Any parcel of land or area of property where land-disturbing activities are, were, or will be performed.

Soil: Any earth, sand, loam, clay, rock, gravel, or similar material.

Stabilization: The uses, singly or in combination, of mechanical, structural, or vegetative methods, to prevent, reduce or slow erosion.

Stormwater: Any surface flow, runoff or drainage resulting entirely from any form of natural precipitation.

Stormwater Management Plan: A document containing sufficient information for the SSB to evaluate the environmental impact, effectiveness and acceptability of the measures proposed by the applicant for reducing adverse post-construction impacts from stormwater, including controlling stormwater runoff and promoting infiltration.

Sec. 11A.3.3 Responsibility for Administration

The Stoneham Stormwater Board (SSB) shall administer, implement and enforce Section 11A.3, with assistance from the Town Administrator. Any powers granted to or duties imposed upon the SSB, except the power to hear appeals, may be delegated in writing by the SSB to other employees or agents of the Town.

Subsection 1 Rules and Regulations

The SSB may adopt, and periodically amend, rules and regulations to effectuate the purposes of Section 11A.3 or to implement any post-construction design requirements of the Town's NPDES stormwater discharge permit. Failure by the SSB to promulgate such rules and regulations shall not have the effect of suspending or invalidating the requirements of Section 11A.3.

Subsection 2 Waiver

The SSB may waive strict compliance with any requirement of Section 11A.3 or the rules and regulations promulgated hereunder, where such action is in the public interest and is not inconsistent with the purpose and intent of Section 11A.3. In making this determination, the SSB shall consider whether:

- (a) The public health, safety, and the environment will be protected;
- (b) Strict application of the requirement to be waived would undermine the public interest;
- (c) Specific substitute requirements can be adopted that will result in the substantial protection of the Municipal Storm Drain System, and the rights of persons affected by the waiver; and
- (d) The action made possible by the waiver will not violate the provisions of federal or state law, other applicable provisions of local bylaws or regulations, or the Town's NPDES stormwater discharge permit.

Sec. 11A.3.4 Applicability

Subsection 1 Regulated Activities

- (a) Any activity that results in disturbance of one (1) or more acres of land and any land-disturbing activity that is part of a Common Plan of Development or Sale that will ultimately result in the disturbance of one (1) or more acres of land, shall be subject to the requirements of Section 11A.3 Stormwater Management and Erosion Control.
- (b) Any Person, activity or parcel that discharges, through pipes or other manmade conveyances, to the Town's Municipal Separate Storm Sewer System (sometimes referred to herein as "MS4") or any brook, stream, river, pond, lake, resource water or wetland within the Town or subject to the Clean Water Act (33 U.S.C 1342).
- (c) No Person shall, during the period from December 1 to April 1 inclusive, discharge or pipe, or cause to be discharged or piped, any ground or roof water onto a public way or sidewalk within the limits of the Town unless he has first obtained a permit therefore issued by the Director of Public Works.
- (d) No person shall undertake any such activity under Sec. 11A.3.1 Subsection (a) or (b) above unless it is authorized by a stormwater permit issued by the SSB, or exempt pursuant to Sec. 11A.3.4 Subsection 2.

Subsection 2 Exempt Activities

The following activities are exempt from a permit under Section 11A.3:

- (a) Normal maintenance and improvement of land in agricultural or aquacultural use, as defined by MGL Chapter 131 Section 40 and 310 CMR 10.04;
- (b) Normal maintenance of lawns and landscaping;
- (c) Activities that are subject to the jurisdiction of the Stoneham Conservation Commission under Town Code Chapter 23 or MGL Chapter 131 Section 40 and its implementing regulations; demonstrate compliance with the Massachusetts Stormwater Management Standards and those established under Town Code Chapter 11A, as reflected in an Order of Conditions; and are in compliance with the requirements of that Order of Conditions; and
- (d) Any parcel of less than one (1) acre; However it shall be required during new construction to provide a minimum of one (1) inch of retention per square foot of total impervious area regardless of soil infiltration rate; and during modifications that increases the total parcel's impervious area by ten (10) percent of the existing or modifies a permanent structure's footprint by more than one hundred fifty (150) square feet shall provide a minimum of one (1) inch of retention per square foot of increased impervious area.

Sec. 11A.3.5 Permits and Procedure

Subsection 1 Stormwater Permit Application

Prior to the commencement of any activity regulated by Section 11A.3, a stormwater permit application shall be filed with the SSB, including:

- (a) A completed stormwater permit application form with original signatures of all owners;
- (b) An Erosion and Sediment Control Plan satisfying the requirements of Sec. 11A.3.6;
- (c) A Stormwater Management Plan satisfying the requirements of Sec. 11A.3.7;
- (d) An Operation and Maintenance Plan satisfying the requirements of Sec. 11A.3.8; and
- (e) Payment of any application fee pursuant to Sec. 11A.3.5 Subsection 6.

Subsection 2 Entry

Filing a stormwater permit application shall be deemed to grant the SSB or its agent permission to enter the site to verify the information contained in the application.

Subsection 3 Public Hearing

The SSB shall hold a public hearing on each stormwater permit application that satisfies the requirements of Sec. 11A.3.5 Subsection 1. The hearing may be combined with the hearing for any other permit or approval for the same project that is within the jurisdiction of the SSB.

The SSB shall accept comments on the application submitted by any person in writing or at the public hearing.

The Applicant shall be responsible for advertisement of the public hearing in a local paper for a period of no less than two (2) weeks prior to the meeting with the last publication date a minimum of eight (8) days before the meeting.

Subsection 4 Information Requests

At any time after submission of the stormwater permit application, the SSB or its designee may request additional information from the Applicant on the proposed activity. The SSB shall not be required to act on the stormwater permit application until the requested information has been provided.

Subsection 5 Action by the SSB

After the close of the public hearing on the application, the SSB may:

- (a) Approve the stormwater permit application and issue a permit if it finds that the proposed activity will protect water resources and meet the objectives and requirements of Section 11A.3;
- (b) Approve the stormwater permit application and issue a permit with conditions, modifications or restrictions that the SSB determines are required to ensure that the proposed activity will protect water resources and meet the objectives and requirements of Section 11A.3; or
- (c) Disapprove the stormwater permit application and deny the permit if it finds that the proposed activity will not protect water resources or will fail to meet the objectives and requirements of Section 11A.3.

- (d) Require the permittee to post, before the start of land disturbance activity, a surety bond, irrevocable letter of credit or other acceptable form of security. The bond shall be in a form acceptable to Town Counsel, and shall be in an amount deemed sufficient by the SSB to ensure that the work will be completed in accordance with the permit.

Subsection 6 Fee Structure

Each stormwater permit application shall be accompanied by the appropriate application fee established by the SSB which shall not be less than five hundred (500) dollars. In addition, the SSB may retain a Registered Professional Engineer or other professional consultant to advise it on any aspects of the stormwater permit application. The SSB may require the applicant to pay the reasonable costs of such engineer or consultant pursuant to rules promulgated by the SSB pursuant to Sec. 11A.3.3 Subsection 1 and MGL Chapter 44 Section 53G. The SSB shall not be required to act on the stormwater permit application until the costs of such engineer or consultant have been paid.

Subsection 7 Project Changes

The permittee, or the permittee's agent, shall notify the SSB in writing prior to any change or alteration of an activity authorized in a stormwater permit. If the SSB determines that the change or alteration is significant, the permittee shall obtain an amended stormwater permit prior to implementation of the change or alteration.

Sec. 11A.3.6 Erosion and Sediment Control Plan

The Erosion and Sediment Control Plan shall contain sufficient information to describe the nature and purpose of the proposed activity, pertinent conditions of the site and adjacent areas, proposed erosion and sedimentation controls, and any other proposed pollution prevention measures.

Subsection 1 Design Standards

The erosion and sediment control and pollution prevention measures set forth in the Erosion and Sediment Control Plan shall be designed to meet Standard 8 of the Massachusetts Stormwater Management Standards, minimize the total area of disturbance, and properly manage construction and waste materials.

Subsection 2 Site Plan

The Erosion and Sediment Control Plan shall include a site plan, stamped and certified by a qualified Professional Engineer registered in Massachusetts or a Certified Professional in Erosion and Sediment Control, containing the following information:

- (a) The names, addresses, and telephone numbers of the owner, the applicant, and the persons or firms who prepared the plan;
- (b) Title, date, north arrow, scale, legend, and locus map;
- (c) Locations of watercourses and water bodies;
- (d) Lines of existing abutting streets showing drainage (including catch basins), driveway locations and curb cuts;
- (e) Property lines showing the size of the entire site, and a delineation and number of square feet of the land area to be disturbed;
- (f) Drainage patterns and approximate slopes anticipated after major grading activities (construction phase grading plans);
- (g) The location and details of erosion and sediment control measures, including both structural and non-structural measures, interim grading, and material stockpiling areas;
- (h) The location and description of and implementation schedule for temporary and permanent seeding, vegetative controls, and other stabilization measures; and
- (i) Such other information as is required by the SSB.

Sec. 11A.3.7 Stormwater Management Plan

The Stormwater Management Plan shall contain sufficient information for the SSB to evaluate the environmental impact, effectiveness, and acceptability of the measures proposed by the applicant for reducing adverse post-construction impacts from stormwater. The Stormwater Management Plan shall fully describe the proposed activity in drawings and narrative.

Subsection 1 Design Standards

The stormwater management measures set forth in the Stormwater Management Plan shall be designed to meet Standards 1-6 (Standard 7 for Redevelopment on parcel larger than one (1) acre regardless of size of disturbance or alteration) of the Massachusetts Stormwater Management Standards, as well as any post-construction design requirements adopted under Sec. 11A.3.3 Subsection 1.

The Stormwater Management Plan for any parcel (larger than one (1) acre) that discharges, through pipes or other manmade conveyances, to the Town's Municipal Separate Storm Sewer System (sometimes referred to herein as "MS4") or any brook, stream, river, pond, lake, resource water or wetland within the Town or subject to the Clean Water Act (33 U.S.C 1342) shall additionally be designed to infiltrate two (2) inches of water, regardless of soil infiltration rates, per impervious square foot prior to any discharge. In addition ninety (90) percent of the average load of Total Suspended Solids (TSS) and sixty (60) percent of the Total Phosphorus (TP) shall be removed prior to any discharge.

Subsection 2 Site Plan

The Stormwater Management Plan shall include a site plan, stamped and certified by a qualified Professional Engineer registered in Massachusetts, containing the following information:

- (a) The names, addresses, and telephone numbers of the owner, the applicant, and the persons or firms who prepared the plan;
- (b) Title, date, north arrow, scale, legend, and locus map;
- (c) The site's existing and proposed topography with contours at 2-foot intervals;
- (d) Existing site hydrology, including any existing stormwater conveyances or impoundments;
- (e) Estimated seasonal high groundwater elevation (November to April) in areas to be used for stormwater retention, detention, or infiltration;
- (f) The existing and proposed vegetation and ground surfaces with runoff coefficient for each;
- (g) A drainage area map showing pre- and post-construction watershed boundaries, drainage area and stormwater flow paths;
- (h) Drawings of all components of the proposed drainage system; and
- (i) Such other information as is required by the SSB.

Sec. 11A.3.8 Operation and Maintenance Plan

Each parcel shall have its own O&M Plan, setting forth operation and maintenance measures designed to ensure that all aspects of the stormwater management system operate as designed throughout the life of the system. The O&M Plan shall remain on file with the SSB and shall be an ongoing requirement, enforceable against the owner of the parcel to which it applies, pursuant to the provisions of Sec. 11A.3.11.

Subsection 1 Contents

The O&M Plan shall include:

- (a) The name of each owner of the parcel for which the O&M Plan is being submitted;
- (b) Maintenance specifications, including a schedule, for all drainage structures, including swales and ponds, and any other component of the stormwater system that requires maintenance; and
- (c) The signature of each owner.

Subsection 2 BMPs Serving More Than One Lot

In the case of stormwater BMPs that are serving more than one (1) parcel, the applicant shall include a mechanism to ensure that those BMPs are properly operated and maintained. The applicant shall identify the lots or units that will be serviced by the proposed stormwater BMPs.

The applicant shall also provide a copy of the legal instrument (deed, declaration of trust, articles of incorporation, etc.) that establishes the terms of and legal responsibility for the operation and maintenance of stormwater BMPs. In the event that the stormwater BMPs will be operated and maintained by an entity or person other than the sole owner of the lot upon which the BMPs are placed, the applicant shall provide a plan and easement deed that provides a right of access for the entity or person to be able to perform said operation and maintenance functions.

Subsection 3 Recording

The SSB shall, as a condition of any Stormwater Permit, require that notice of the associated O&M Plan be recorded with the Registry of Deeds (for recorded land) or filed with the Registry District of the Land Court (for registered land).

Subsection 4 Annual Report

The SSB may, as a condition of any Stormwater Permit, require that the property owner submit an annual report documenting maintenance activities.

Subsection 5 Changes to Operation and Maintenance Plans

- (a) The owner of a parcel to which an O&M Plan applies shall notify the SSB prior to any proposed change in ownership of the parcel.
- (b) In the case of a stormwater BMP that serves more than one (1) lot, the owners of the parcels served by the BMP must obtain SSB approval for any change to the entity or person operating or maintaining the BMP or the legal instrument that establishes terms and legal responsibility for the operation and maintenance of the BMP.
- (c) The O&M Plan may be amended to achieve the purposes of Section 11A.3 by mutual agreement of the SSB and the parcel owners; provided, however, that all such amendments shall be in writing and signed by all owners and the SSB.

Sec. 11A.3.9 Inspections, As-Built Plan and Access

Subsection 1 SSB Inspection

The SSB or its designated agent may make inspections to assess compliance with the Stormwater Permit. The SSB may require the applicant to notify the SSB before significant site milestones, such as installation of erosion and sediment control measures or completion of site clearing.

Subsection 2 Permittee Inspections

The SSB may require the permittee or an agent thereof to conduct and document periodic inspections of all control measures before, during or after construction and to submit reports of the results of such inspections to the SSB.

Annually each year between the months of April and September the parcel(s) owner(s) shall comply with the Town's dry weather outfall and interconnection screening and sampling plan by conducting a minimum of one (1) test per discharge location to show IDDE compliance and Stormwater Management Plan effectiveness. All required test results shall be submitted to the Town no later than December 1st.

Subsection 3 As-Built Plan

After the stormwater management system has been constructed and before the surety has been released, the applicant must submit to the SSB a record plan detailing the actual stormwater management system as installed.

Sec. 11A.3.10 Surety

Upon receipt of an As-Built Plan demonstrating compliance with the terms and conditions of the stormwater permit, the SSB may release any surety required pursuant to Sec. 11A.3.5 Subsection 5.

If the project is phased, the SSB may release part of such surety as each phase is completed in compliance with the stormwater permit.

Sec. 11A.3.11 Enforcement

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of Section 11A.3. The SSB and its authorized agents shall enforce Section 11A.3 and may pursue all civil and criminal remedies for violations.

Subsection 1 Enforcement Orders

If any person violates or fails to comply with any of the requirements of Section 11A.3, the SSB may order compliance by written notice to the responsible person via certified mail or hand delivery. The order shall include the name and address of the alleged violator, the address at which the violation is occurring or has occurred, a statement specifying the nature of the violation, a description of the actions needed to resolve the violation and come into compliance, the deadline within which such actions must be completed, and a statement that, if the violator fails to come into compliance by the specified deadline, the Town may do the work necessary to resolve the violation at the expense of the violator. In addition, said order may require:

- (a) Cessation of regulated activity until compliance is achieved;
- (b) Maintenance, installation or performance of additional erosion and sediment control measures;
- (c) Repair, maintenance or replacement of the stormwater management system or portions thereof in accordance with the stormwater permit and/or the O&M Plan;
- (d) Monitoring, analyses, and reporting; and

- (e) Remediation of erosion, sedimentation, or any other adverse impact resulting directly or indirectly from failure to comply with the Erosion and Sediment Control Plan, the Stormwater Management Plan, the O&M Plan, or any other terms or conditions of a stormwater permit or Section 11A.3.

Subsection 2 Appeals

Any person aggrieved by an enforcement order issued pursuant to Sec. 11A.3.11 Subsection 1 may request a hearing before the SSB by submitting to the SSB, within thirty (30) days of such order, a letter explaining why the order was not justified. The SSB shall thereupon schedule and hold a hearing regarding such request and, upon the close of such hearing, may uphold, modify or rescind the order as the facts and applicable law may require. The SSB's decision shall be deemed its final action with respect to the matters determined, and any further appeal shall be to a court of competent jurisdiction.

Subsection 3 Action by the Town to Remedy a Violation

If a violator fails to come into compliance by the deadline specified in an enforcement order, the SSB may undertake the work necessary to resolve the violation at the joint and several expense of the violator and property owner. For situations involving an immediate threat, the SSB may immediately take such action as is necessary to protect public health, safety or the environment, without first issuing an enforcement order. Written notice of any remediation action undertaken by the SSB shall be provided to the property owner within twenty four (24) hours of the commencement thereof.

Subsection 4 Recovery of Costs

If the SSB undertakes remediation work pursuant to Sec. 11A.3.11 Subsection 3, it shall, within thirty (30) days after completing the work, notify the violator and the property owner in writing of the costs incurred by the Town, including administrative costs, associated with that work.

The violator and the property owner shall be jointly and severally liable to repay the Town for those costs within thirty (30) days of receipt of that notice; provided, however, that the violator or the property owner may file a written protest objecting to the amount or basis of costs with the SSB within such thirty (30) days. The SSB shall schedule and hold a hearing regarding such protests and, upon the close of such hearing, may uphold, modify or rescind the costs required to be repaid, as the facts and applicable law may require.

If the amount due is not received by the Town by the expiration of the time in which to file such a protest, or within sixty (60) days after the final decision of the SSB or, if appealed to court, a court of competent jurisdiction resolving that protest, the amount of the Town's costs shall constitute a lien on the property pursuant to MGL Chapter 40 Section 58. Interest shall accrue on any unpaid costs at the statutory rate, as provided in MGL Chapter 59 Section 57.

Subsection 5 Civil Relief

If a person violates any provision of Section 11A.3 or an order issued thereunder, the Board of Selectmen may seek injunctive relief in a court of competent jurisdiction restraining the person from activities that would create further violations or compelling the person to abate or remedy the violation.

Subsection 6 Criminal Penalty

Any person who violates any provision of Section 11A.3 or any order issued thereunder may be punished by a fine of not more than three hundred dollars (\$300.00). Each day or part thereof that such violation occurs or continues shall constitute a separate offense. A criminal complaint may be filed by the SSB, with the authorization of the Board of Selectmen.

Subsection 7 Non-Criminal Disposition (Ticketing)

As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, §21D, in which the Director of the Public Works Department and the Building Inspector shall be the Enforcing Person. The penalty for the first and each subsequent violation shall be three hundred dollars (\$300.00). Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

Subsection 8 Entry to Perform Duties under this Bylaw

To the extent permitted by state law, or if authorized by the Owner or other party in control of the property, the Town and its agents, officers and employees may enter privately owned property for the purpose of performing their duties under this Bylaw and may make or cause to be made such examinations, surveys, sampling, or remedial activities as the Town deems reasonably necessary.

Subsection 9 Remedies Not Exclusive

The remedies listed in Section 11A.3 are not exclusive of any other remedies available under any applicable federal, state or local law

or do anything in relation thereto.

Director, Department of Public Works

Article 3. **Voted** that the Town amend the Town of Stoneham Code – Chapter 11A, Stormwater by adding Sec. 11A.3. “Stormwater Management and Erosion Control” as printed in Article 3 of the June 18, 2018 Special Town

Meeting Warrant establishing a local process and procedure to regulate the harmful impacts of unregulated soil erosion and sedimentation in stormwater runoff in the Town of Stoneham.

Majority Vote Required

Majority Vote Passes Per Moderator

Article 4. To see if the Town will vote to amend Stoneham Town Code, Chapter 13, Streets and Sidewalks, **Sec. 13-15. “Streets and Sidewalks”** by replacing the existing Sec. 13-15 through Sec. 13-16.6 in its entirety and replacing it with a new Sec. 13-15, as follows:

Sec. 13-15 Street Opening

Sec. 13-15.1 Purpose

Public roadways have been established and are maintained primarily for the purpose of movement of vehicles and pedestrians. It is also desirable to allow individuals and utility companies to utilize public rights of way for purposes other than transportation. However, to prevent recurring, dangerous and annoying interruptions to traffic and pedestrians and to avoid interference with future road construction and to provide a uniform standard of construction and construction methods, it is necessary that strict control be maintained and standard procedure be followed for excavations, construction and maintenance of Town roadways.

Sec. 13-15.2 Authority

This Bylaw is adopted in accordance with the authority granted, inter alia, by Article 89, Section 6 of the Amendments to the Massachusetts Constitution, M.G.L. Chapter 40 Section 21, M.G.L. Chapter 165 Section 20, M.G.L. Chapter 166 Section 25 and M.G.L. Chapter 166A and the authority granted by town meeting.

Sec. 13-15.3 Definitions

Unless the context specifically indicates otherwise, the meaning of terms used in this section shall be as follows:

Abutter shall refer to the Owner(s) of land abutting the activity.

ADA shall refer to the Americans with Disabilities Act of 1990, as amended (42 USC 12101-12213), and the Accessibility Guidelines for Buildings and Facilities (Appendix to Part 1191) of the U.S. Architectural and Transportation Barriers Compliance Board, as amended.

Applicant shall mean any Person, Owner, User, Public Utility or duly authorized agent who owns or exercises general responsibility and control over:

- (i) Utility or other pipes, ducts, lines or other items buried in or under a public way, or
- (ii) Real property abutting a public way, or
- (iii) Real property served by the public way or by items of the type specified in (i)

above and who wishes to perform street opening work by requesting a permit from the Town of Stoneham.

Application Fee shall refer to such fee as may from time to time be established pursuant to Chapter 40, Section 22F of the General Laws which fee shall accompany each application for a street opening permit.

Architectural Access Board Regulations shall refer to the Rules and Regulations of the Architectural Access Board, Mass Executive Office of Public Safety (521 CMR 1.00 et seq.), as amended.

As-Built Drawing(s) shall mean detailed drawing(s) prepared and sealed by the Design Engineer upon completion of construction, which show actual construction and field dimensions, elevations, details, changes made to the construction drawings by modification, details which were not included on the construction drawings, and horizontal and vertical locations of underground utilities which have been impacted by the utility installation.

A.S.T.M. shall mean the American Society for Testing and Materials.

Awarding Authority shall mean the Board of Selectmen of the Town of Stoneham has authority to exercise the powers granted by this Bylaw.

Awarding Authority Representative shall mean the Municipal officer or employee to whom the Awarding Authority in writing has delegated some of its powers hereunder so that the process of permit granting, inspection, and administration will proceed expeditiously.

Authorized Enforcer refers to the Town, its employees or agents designated to enforce this Bylaw.

Cold Patch refers to dense graded or open graded mix with cutback asphalt as the binder with 1% of the mix being hydrated lime based on the total weight of the aggregate. The mineral aggregates and bitumen shall be proportioned and combined to meet the limits specified in Table A, Subsection M 3.11.03 and M 3.11.04 of the Standard Specifications. Bituminous material shall be either cutback asphalt, Grade MC-250 or MC800 conforming to Section M 3.02.0 of the Standard Specifications.

Commonwealth shall mean the Commonwealth of Massachusetts.

Connection shall mean the joining or fastening together of pipes so that substances can be transferred from one pipe to another.

Construction License shall mean any Person constructing, installing or repairing water, sewer, electrical, communication, gas, drainage and all related appurtenances on Town or private property that is licensed to perform such work by the Director.

Controlled Density Fill refers to flowable fill, a mixture of Portland cement, flyash, sand and water. It shall contain a minimum of 250 pounds of class F flyash or high air (25%) and shall be self-leveling. It is hand-tool excavatable.

Daily shall mean every calendar day.

Department or DPW shall mean Stoneham Department of Public Works.

Director shall mean the Director of Stoneham Department of Public Works, or his or her duly authorized representative(s).

Easement shall mean an acquired legal right for the specific use of land owned by others.

Excavation or Trench shall mean any opening in the surface of the Earth made in any manner whatsoever, except an opening in a lawful structure below the surface of a Public Place, the top of which is flush with the adjoining surface and so constructed as to permit frequent openings without injury or damage to the Public Place.

Facility shall mean any pipe, pipeline, tub, main, service, trap, vent, manhole, meter, gauge, regulator, valve, conduit, wire, tower, pole, pole line, anchor, cable, junction box, or any other material, structure or object of any kind or character, whether enumerated herein or not, which is or may be lawfully constructed, left, placed or maintained in, upon, along, across, under or over any public place.

Insurance Certificate shall mean a document issued by an insurance company/broker that is used to verify the existence of insurance coverage under specific conditions granted to listed individuals.

Municipality shall mean a city, town, village, or borough possessing its own local government under the Commonwealth.

Newly Constructed, Reconstructed or Repaved shall mean any street, which has been newly constructed, reconstructed or repaved curb to curb within the past five (5) years.

Owner shall refer to any Person, or entity, who individually, or jointly or severally with others holds legal title to any land or premises, or has been legally assigned the care, charge, or control of any premises as agent, manager, executor, administrator, trustee, lessee, or guardian of the estate of, or by, the holder of legal title.

Permit shall mean an authorization issued pursuant to M.G.L. c. §43 and 314 CMR 2.00 and 3.00, 5.00, or 7.00, to implement the requirements of the State and Federal Acts and Regulations adopted thereunder.

Permittee shall mean any Person issued a Permit under this Bylaw.

Person shall mean any individual, firm, company, association, society, corporation or government entity.

Public Place or Public Way shall mean any public street, way, place, alley, sidewalk, park, square, plaza, or any other similar public property owned or controlled by the Town and dedicated to public use.

Public Sewer shall mean every sewer laid in any land, easement, street or way, public or private, to which all owners of abutting properties have equal rights, and which is controlled and has been accepted by the Town. No Sanitary Sewer shall be deemed to be a Public Sewer unless it meets all these criteria, even if such sewer is located in any land, street or way, public or private.

Recoverable Charges shall mean all cost directly or indirectly incurred by the Town.

Rules &/or Regulations shall mean all Rules and Regulations of the Town.

Right-of-Way Permit shall mean permit authorizing worked within the public right of way issued by the Town.

Sanitary Sewage shall mean a combination of the liquid and water carried wastes from residences, businesses and commercial buildings, institutions and industrial establishments that contains human waste as distinguished from industrial wastewater.

Sanitary Sewer shall mean a pipe intended to convey only Sanitary Sewage or, if so stipulated with respect to the particular sewer, Sanitary Sewage plus industrial or other wastes, and to which storm, surface, and ground waters are not intentionally admitted.

Schedule of Rates / Permit Fees shall mean the fixed prices or rates established by the Town and on file with the Department, in accordance with which all charges for special services or permits is listed.

Sewer Service shall mean the pipe connecting a building's plumbing system to the Sanitary Sewer that carries Sanitary Sewage to a wastewater treatment plant.

Sewer Entry Permit shall mean a permit given by the Director to make a connection between a Sewer Service and a Sanitary Sewer.

Sewer Extension shall mean the addition to a Sanitary Sewer of a Sewer Service or additional pipe, together with appurtenant works, which when connected to the Sanitary Sewer becomes the property of, and is operated and maintained by, the Person owning the sewer system unless accepted by the Town.

Shall is mandatory; **May** is permissive.

Storm Drain shall mean a pipe that carries storm water and surface waters and drainage but excludes sanitary sewage and industrial wastes, other than unpolluted cooling water.

Substructure shall mean any pipe, conduit, tunnel, duct, manhole, vault, buried cable or wire or any other similar structures located below the surface of any public place.

Town shall mean the Town of Stoneham, Massachusetts and all its duly authorized representatives and agents.

Utility shall mean any private company, corporation, or quasi-municipal corporation which supplies services such as but not limited to, water, sewer, electric, gas, communication or cable.

Water Entry Permit shall mean a permit given by the Director to make a connection between a Water Service and a Water Main.

Week(ly) shall mean any seven (7) consecutive calendar days.

Sec. 13-15.4 Application for permit or license

- (1) An application for permit must be filed with the Town before preliminary investigation will be made for permit issue. Standard application forms for permits may be secured from the Department.

- (2) Each application form shall be completely filled in, signed and mailed or delivered to the Department. An explanation of the application sketches shall be made either in the space provided on the application form or a separate sheet, in duplicate, which the Applicant shall attach to the application. Such diagrams or sketches shall show the location of the work to be done in relation to the outstanding features of the road, such as property lines, intersections, pavement lines, sidewalks, trees, drainage structures and utility poles, by number, and the character and extent of work to the satisfaction of the Director.
- (3) The Applicant will be required to disclose the methods and materials proposed to be used on unusual or complex projects. In the event the Applicant discovers that additional work or repairs not designated in the original permit must be done in the same location, the Applicant must make application to the Town for a permit to authorize the additional work in the same manner as the first permit.
- (4) The application shall contain an agreement of the Applicant to guarantee for one (1) year after completion and acceptance, the work to be performed thereunder and to pay Recoverable Charges should the Applicant fail to properly perform its obligation under the Town's Bylaws, Rules and Regulations.
- (5) An application for a Construction License shall include:
 - (a) A fee in accordance with the current Schedule of Rates but not less than one hundred (100) dollars per license for review services or fifty (50) dollars per license for one (1) year renewal of unexpired license in good standing with the Town.
 - (b) A reference from at least one other Municipality in which the firm has done work or proof of current licensure in another Municipality of the Commonwealth.
 - (c) Provide written acknowledgement of reviewing Town Bylaws, Rules, Regulations, procedures, design and construction standards established by the Department and compliance with all requirements.
 - (d) Provide an Insurance Certificate naming the "*Town of Stoneham*" as an additional insured party which shall remain in full force and effect for a period of at least one (1) year from the date of approval.
 1. This certificate shall contain a provision that coverage afforded under the policies will not be canceled until at least fifteen (15) days prior written notice has been given to the Town. Said insurance shall indemnify the Town against any and all claims, liability or actions for damages incurred in or in any way connected with the performance of the Applicant, and for or by reason of any act or omission of said Applicant in the performance of his or her work.
- (6) An application for a Public Way Obstruction Permit shall include:

- (a) A fee in accordance with the current Schedule of Rates but not less than one hundred (100) dollars per permit for review services.
 - (b) Permits beyond thirty (30) days or if required by the Director shall require approval of the Board of Selectmen.
 - (c) Provide written acknowledgement of reviewing Town Bylaws, Rules, Regulations, procedures, design and construction standards established by the Department and compliance with all requirements.
 - (d) Provide an Insurance Certificate naming the "*Town of Stoneham*" as an additional insured party which shall remain in full force and effect for a period of at least one year from the date of approval.
 - 1. This certificate shall contain a provision that coverage afforded under the policies will not be canceled until at least fifteen (15) days prior written notice has been given to the Town. Said insurance shall indemnify the Town against any and all claims, liability or actions for damages incurred in or in any way connected with the performance of the Applicant, and for or by reason of any act or omission of said Applicant in the performance of his or her work.
- (7) An application for a Street Opening Permit, Trench Permit, Water Entry Permit, Sewer Entry Permit, Stormwater Management Permit, Statement of Grades or a Driveway / Curb Cut permit shall include:
- (a) A fee in accordance with the current Schedule of Rates but not less than one hundred (100) dollars per permit for review services.
 - (b) Any supporting documentation and Profession Review Fee as required under supplemental Rules and Regulations.
 - (c) Provide written acknowledgement of reviewing Town By-Laws, Rules, Regulations, procedures, design and construction standards established by the Department and compliance with all requirements.
 - (d) Provide a current Construction License and an Insurance Certificate naming the "*Town of Stoneham*" as an additional insured party which shall remain in full force and effect.
 - 1. This certificate shall contain a provision that coverage afforded under the policies will not be canceled until at least fifteen (15) days prior written notice has been given to the Town. Said insurance shall indemnify the Town against any and all claims, liability or actions for damages incurred in or in any way connected with the performance of the Applicant, and for or by reason of any act or omission of said Applicant in the performance of his or her work.
- (8) An application for a Blasting Permit shall be applied for at the Stoneham Fire Department and include:

- (a) A fee in accordance with the current Schedule of Rates but not less than one hundred (100) dollars per location for review services. Every street shall be considered a different location for review.
 - (b) Supporting documentation the contractor is licensed by the Department of Public Safety.
 - (c) Provide written acknowledgement of reviewing Town Bylaws, Rules, Regulations, procedures, design and construction standards established by the Department and compliance with all requirements.
 - (d) Provide contractor information and an Insurance Certificate naming the *“Town of Stoneham”* as an additional insured party which shall remain in full force and effect.
- (9) Applicants for licenses shall be approved or disapproved within a fourteen (14) day period after filing a completed application.
 - (10) All licenses expire within one (1) year of issuance, upon failure of contractor to provide the Department with a valid and current insurance certificate or as revoked by the Director.
 - (11) Applicants for permits shall be approved or disapproved within a thirty (30) day period after filing a completed application.

Sec. 13-15.5 Plans and specifications

- (1) When applications are made for permits requiring plans and specifications they must be submitted as required with the application form. They should be so detailed so that the exact location of the various parts of the work, the risk or injury to the public and the probability of damage to trees, Abutters and any Facility can be ascertained to the satisfaction of the Director.
- (2) Work shall comply with standards under applicable Rules and Regulations set forth by the Town in addition to material requirements of A.S.T.M.
- (3) As-Built Drawing(s) shall be furnished by the Permittee to the Department a maximum of thirty (30) calendar days after final inspection.

At minimum this drawing shall be neat, scalable, dimensioned, legible and fit onto an 8 ½' by 11' piece of paper or larger and contain points of interest to the Department. As-Built Drawing(s) shall comply with additional requirements under Rules and Regulations governing the work performed.

Sec. 13-15.6 Rejection of application

- (1) When it appears that the work called for in an application would cause substantial or needless damage to a Public Place, or create excessive disturbances to traffic, or exceptionally dangerous conditions not commensurate with the benefits to the Applicant, the request for permit will be denied. The Applicant will be informed of such rejection and the reason for the rejection.
- (2) The Director may refuse to issue a permit to any Person or Utility when, in his or her opinion, work performed under a previous permit theretofore issued to the Applicant has not been properly executed, or when said Applicant has failed to reimburse the Town for Recoverable Charges billed under terms governing the previous permit.

Sec. 13-15.7 Bond requirements

- (1) Prior to the issuance of a permit, the Applicant shall deposit, with the Town, a surety bond in an amount and form as shall be determined by the Director. The amount shall be established separately for each permit so that the Town will be protected against loss in the event of the failure of the Applicant to complete the work, make required repairs or restoration of damages involving the work or encroachment authorized by the Permit.
- (2) The permit specific surety bond shall be computed on the basis of cost projected by the Director to cover the Town's cost and expense to make proper restoration or repairs. Immediately upon approval of an application for permit but prior to its issuance, the Director shall advise the Applicant as to the amount of surety bond required. Refundable cash deposits shall not be accepted.
- (3) If acceptable to the Director, an annual blanket surety bond no less than ten thousand (10,000) dollars in a form acceptable to the Director, may be deposited to avoid the inconvenience and expenses of providing refundable cash deposit or bonds for each permit requested.
- (4) Blasting operations shall be conducted only by Persons who have posted a \$10,000 bond for a single operation or if the Director determines it appropriate, a \$15,000 blanket bond for all blasting operations, with the Treasurer of the Commonwealth, or who have posted a bond with the Stoneham Town Clerk in accordance with Massachusetts General Laws Chapter 148, Section 19.
- (5) The surety bond shall be released to the Permittee upon the expiration of the guarantee period following an examination by the Director. The guarantee period, if not specified under any other Rules or Regulations, shall be for a period of one (1) year following the permanent trench repair. During the guarantee period, the Permittee shall be responsible for the restoration, repair and maintenance of their work within forty-eight (48) hours of notification by the Department.

- (6) Permittee may request a final trench inspection no sooner than the April 15th after installation of the permanent trench. A full release of the bond to the Permittee will be made providing the trench repair complies with the following findings:
- (a) The surface of the patch is level with or no higher than one quarter (1/4) inch above the grade of the original surface.
 - (b) No apparent crack at sawcut line (1/16-inch maximum)
 - (c) No apparent pavement or concrete raveling.
 - (d) No apparent pavement or concrete cracking.
 - (e) A minimum of eight (8) months has passed since permanent trench patching repairs were made.

A failure to request a final inspection, in writing, before the one (1) year anniversary of the installation of the permanent trench will result in the guarantee period continuing until a final inspection is conducted following a written request. Failure to fulfill the requirements listed above may result in Town calling on the surety company to make the necessary repairs for compliance even if beyond the original one (1) year anniversary.

Sec. 13-15.8 Insurance requirements

- (1) An Applicant for a permit or license shall purchase and maintain, at its sole cost, including, but not limited to all premium costs and the cost of all deductibles, insurance in a company or companies lawfully authorized to do business in the Commonwealth of Massachusetts and approved by the Town as will protect the Applicant from claims set forth below which may arise out of or result from the Applicant's operations under the Contract, whether such operations are by the Applicant, an agent of the Applicant, a Subcontractor or by anyone for whose acts any of them may be liable:
- (a) Claims under Workers' Compensation disability benefit; and other similar employee benefit acts;
 - (b) Claims for damages because of bodily injury, occupational sickness or disease, or death;

- (c) Claims for damages because of bodily injury, sickness or disease,
or death of any person other than its employees covered by Workers' Compensation Insurance;
 - (d) Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.
- (2) The Insurance required by the above shall be written for not less than the following minimum limits of liability and as updated from time to time hereafter by the Awarding Authority:
- (a) Commercial General Liability Insurance (which shall be written on an "occurrence basis"):

Personal Injury and Property Damage

Per Occurrence - One Million (\$1,000,000.)

Aggregate - Two Million (\$2,000,000.)

The Commercial General Liability Policy shall provide insurance for the Contractor for Bodily Injury and Property Damage to third parties arising out of:

Work Performed by the Permittee Himself with His Own Employees: Premises operations and products and completed operation.

Work Performed by Subcontractors, Permittee's Protective Liability: ("sublet work" or "Independent Contractors") line. Use of subcontractors may be subject to provision within the specifications regarding prior approval by the Town. All subcontractors performing work under a Permit shall name the Town of Stoneham as additional insured on all liability insurance.

The Permittee's Liability Assumed: "Hold Harmless" or "Indemnity Agreement" line also known as Contractual Liability Insurance. This coverage must be explicitly stated on the Permittee's insurance certificate. The Town of Stoneham must be listed as additional insured or co-insured on the liability insurance policy.

Coverage shall be extended to include protection against property damage caused by explosion (including blasting), and collapse of structures and damage to underground pipes and utilities.

- (b) Comprehensive Automobile Liability:

Bodily Injury and Accidental Death

Per Person – Five Hundred Thousand Dollars (\$500,000.)

Per Occurrence – One Million Dollars (\$1,000,000.)

Property Damage - \$300,000

- (c) Excess liability, written on an occurrence basis, in the minimum amount of Two Million Dollars (\$2,000,000) in umbrella form over all other liability insurance required above.

(d) Workers' Compensation - as required by law.

- (3) The above insurance policies shall also be subject to the following requirements:

- (a) Additional Insured - The Town shall be named as an additional insured on the Comprehensive General Liability and Comprehensive Automobile Liability Policies. In no event shall the Town be responsible for the payment of the contractor's premium payment liability.
- (b) Certificates of Insurance - Certificates of Insurance acceptable to the Town shall be addressed to and filed with the Town prior to the commencement of work by the Permittee for all insurance required above. Renewal certificate shall be addressed to and filed with the Town at least thirty (30) days prior to the expiration date of required policies.
- (c) Subcontractors - The Permittee shall not allow any subcontractor to commence work until the Permittee has obtained and evidenced, to the satisfaction of the Town.
- (d) Non-Waiver – The insurance policies required shall not be construed to excuse the faithful performance by the Permittee or limit the liability of the Permittee.
- (e) Such insurance shall be primary with respect to any insurance maintained by the Town and shall not call on the Town's insurance for contributions.
- (f) Such insurance shall be obtained from brokers or carriers authorized to transact insurance business in the Commonwealth of Massachusetts.
- (g) The coverage amounts set forth above may be met by a combination of underlying and umbrella policies so long as in combination the limits equal or exceed those required herein.

- (h) The Permittee's failure to obtain, to procure or maintain the required insurance shall constitute a severe violation under which the Town may immediately suspend operations of the Permittee without further consideration.
- (i) The Licensee shall be responsible for all deductibles.
- (j) The Town, its officials, and employees shall be named as "additional insureds" on all liability insurance policies.
- (k) Neither this insurance section, nor the provision of insurance or insurance proceeds, shall limit the liability of the Contractor pursuant to this Bylaw.
- (l) The Contractor shall provide the Town with certificate(s) of insurance for all policies required herein upon expiration of the policies. All certificates shall contain, at a minimum, a thirty (30) day notice of cancellation or reduction in the coverage amount(s).

Sec. 13-15.9 Permit & life cycle pavement fees

- (1) Permit fees will be fixed prices or rates established by the Town and on file with the Department but shall not be less than one hundred (100) dollars per application. Each street impacted shall require an additional application fee but the work may be approved under one (1) permit.
- (2) The Applicant must pay the fee at the time of application (except as herein noted). Upon the completion of the final Trench and Excavation repairs the Town will measure the actual area to the nearest square foot to determine compliance with the permit fee. If the Permittee has excavated more than originally intended, then Permittee will pay to the Town any additional charges. All measurements shall be rounded up to the nearest square foot.
- (3) A Utility, at the discretion of the Director, may be billed upon the asphalt patching of the Excavation.
- (4) Each DigSafe request from a Utility shall constitute a Street Opening Permit application whose fee shall be payable as stated under Sec. 13-15.9(3).
- (5) All payments are to be made to the *"Town of Stoneham"*.
- (6) The Following is a schedule of the fees which shall be charged by the Town by and through the Department for "life cycle pavement fees"

- | | | |
|-----|-------------------------|-----------------------|
| (a) | Age of Pavement (Years) | Fee (Per square foot) |
| | Less than 1 | \$120 (If allowed) |
| | Less than 5 | \$100 (If allowed) |
| | 5 to 10 | \$50 |
| | 10 to 20 | \$20 |
- (b) If a contractor seeks a waiver of the life cycle pavement fee under Sec. 13-15.9(6) the following must be complied with prior to permit approval:
- (1) A roadway reconstruction plan in accordance with Sec. 13-15.9 must be submitted and approved by the Director.
 - (2) Contractor is repairing or replacing a resident's water or sewer service on an unforeseen emergency basis and not related to work performed with a building permit and with final approval of a written waiver by the Director detailing the reason(s).
- (c) Only a maximum twenty five (25) percent reduction in "life cycle pavement fees shall be allowed for an Age of Pavement of five (5) years or less if approved by the Director.

Sec. 13-15.10 Issuance of Permit

- (1) A Permit shall be issued:
 - (a) After proper completion of all aspects of the application for Permit and Department review period.
 - (b) Upon receipt of a surety bond and insurance in the correct amounts.
 - (c) Payment of fees as required.
 - (d) Issuance of Grant of Location and/or Right-of-Way Permit
- (2) A Permit form must be signed by the Director before it becomes valid.
- (3) The Permittee is forbidden to commence work until the above mentioned items have been complied with and the Permittee has notified the Department's office at least twenty-four (24) hours in advance of the exact date and hour work is proposed to begin.

- (4) The following Permits expire thirty (30) calendar days from the date issue:

Driveway / Curb Cut Permit

Sewer Entry Permit

Street Opening Permit

Trench Opening Permit

Water Entry Permit

Public Way Occupation Permit

Sec. 13-15.11 Emergency permits

- (1) When permission has been granted orally or by electronic mail by the Town to perform emergency work, the Person or Utility concerned must file a written application, including all required fees, for a Permit on the first working day following oral approval in a manner prescribed for non-emergency work. Thereupon, a written permit will be sent in confirmation of the oral permission as a permanent record of the transaction.
- (2) The Person performing emergency work must have an Insurance Certificate on file with the Town and have appropriate licenses prior to performing any work within Town limits.
- (3) The Person performing emergency work will still be required to pay all necessary fees and shall make full payment, including a bond, within seven (7) days of submitting to the Town for a written permit as outlined in Sec. 13-15.11(1).
- (4) Any Person found to have submitted false information or completed work beyond the scope of the emergency permit will be subject to penalties under Sec. 13-15.36 of this Bylaw.

Sec. 13-15.12 Permit display

- (1) A copy of the Permit shall be available at the job site at all times for inspection by Town, State and Federal employees.
- (2) To be valid, the Permit must show the effective date and must be signed by the Director. This shall also apply to any Utility and their sub-contractors.

Sec. 13-15.13 Revoking permits and licenses

- (1) In the event of Permittee's failure to strictly comply with the Rules, Regulations and Bylaws of the Town, any permit issued by the Town is revocable effective immediately upon making written notification of the violation to the Permittee by ordinary mail, postage prepaid, addressed to the address of the Permittee shown on the application for permit or electronic mail, addressed to the address of the Permittee shown on the application for permit.

No future permits shall be approved until the Director is satisfied with the Permittee's compliance to the Rules, Regulations and Bylaws of the Town or corrective actions are completed as ordered. Revocation of permits shall not prevent any Utility from performing emergency work for public safety if performed in compliance with Section 13-15.11 Emergency Permits.

Sec. 13-15.14 Extension of time

- (1) If work requiring a Permit under Sec. 13-15.10(4) is not completed within thirty (30) calendar days from the date of issue, renewal or extension of the Permit must be obtained. The Permittee shall make a written request seeking an extension of time and the reason(s) for the request a minimum of seven (7) days prior to the original Permit's date of expiration.
- (2) All required work shall be completed in a manner satisfactory to the Town on or before the assigned date except in cases where permanent repairs, such as loaming and seeding, may be made at a future date as approved in writing.
- (3) Extensions of time, up to thirty (30) calendar days at a time, may be granted. At the Director's sole discretion a renewal fee equal to the original permit fee may be payable upon approval of written request(s) of an extension.
- (4) If an extension is not paid for, requested or granted, the Permittee shall immediately complete required restoration and removal all equipment and material from any Public Place. A fine will be assessed by the Director under Sec. 13-15.36 of this Bylaw for each day work of non-compliance continues without a permit or failure to properly vacate the Public Place.

Sec. 13-15.15 Indemnification

- (1) The Applicant must agree as a condition governing the issuance of a permit that they will hold harmless the Town and its employees from any and all claims and actions whatsoever arising from the exercises of said Permit.

Sec. 13-15.16 Responsible for boundary lines

- (1) Permittee shall retain their own land surveyors to establish the line or otherwise inform themselves of the demarcation between Public Places and private holdings.

Sec. 13-15.17 Clearance for vital structures

- (1) Work shall be performed and conducted so as not to interfere with access to fire hydrants, fire stations, fire escapes, water gates, underground vaults, valve-housing structures, traffic signal cables, loops and all other vital equipment as designated by the Town.
- (2) The Town shall retain the right to dictate sequence of Permittee work to ensure vital structures are accessible and functional for public safety.

Sec. 13-15.18 Protective measures & traffic control safety

- (1) It shall be the duty of the Permittee to make certain that the security of the traveling public is safeguarded and its rights are not unreasonably curtailed. Unless specifically indicated in the permit or authorized by the Director, the traveled path shall not be obstructed.
- (2) The portion of the Public Way which is torn up or which is used for storing materials, or is otherwise unsafe for public travel, shall be adequately protected at all times to avoid the possibility of accidents. Such areas shall be marked at night by lights, flasher beacons or other warning devices approved by the Director.
- (3) When portions of the traveled way are made dangerous for the movement of vehicles or pedestrians, a sufficient number of uniformed police officers shall be employed by the Permittee to direct the traffic safely through the work zone. The work shall, if possible, be planned to avoid such conditions.

Sec. 13-15.19 Detours

- (1) When, in the opinion of the Director, a Public Way may be obstructed by the Permittee's proposed operations to such an extent as to unduly restrict vehicular traffic or make hazardous its use, a parallel Town road bypass may be designated by the Police Chief, Fire Chief or Director. All expenses incurred by the Permittee and by the Town as a result of this bypass establishment, use and restriction of said detour, shall be the entire responsibility of the Permittee. The Permittee shall notify the Police and Fire Departments of the layout and expected time of the use of the detour. The Permittee shall supply and maintain such signs at their expense as may be reasonably necessary to clearly outline the detour.
- (2) Preliminary to detouring of traffic over a parallel Town road bypass, an inspection shall be made by the Permittee, Police Chief, Fire Chief and Director to determine the adequacy of the signs and the structural condition of the road involved. A second inspection shall be made by the same individuals when the detour is terminated so that there will be an agreement as to the extent of repairs, if any, to be made by the Permittee to restore the conditions equal to those existing prior to the establishment of the detour.
- (3) If a Detour or parallel Town road bypass is approved, the Permittee shall not be required to employ uniformed police officers unless the work is performed on a street with an average daily travel exceeding two thousand five hundred (2,500) vehicles or on one of the following streets:

Central Street, Elm Street, Franklin Street, Forest Street, Green Street,

High Street, MacArthur Road, Main Street, Marble Street, Montvale Avenue, North Street, Oak Street, Park Street, Perkins Street, Pleasant Street, Pond Street, Spring Street, Stevens Street, Summer Street, Washington Street, William Street, Wright Street

Sec. 13-15.20 Storm Drains to be kept open

- (1) The work performed under Permit shall be planned and carried out so that Storm Drains are effective at all times. Any damages arising from the failure of the Permittee to properly keep culverts, ditches, inlets, catch basins or any other drainage device from becoming obstructed, shall be borne by Permittee and the bond shall be held by the Town until such damages are paid. Any material entering Storm Drains shall be cleaned to the satisfaction of the Director.

Sec. 13-15.21 Facility relocation and protection

- (1) The Permittee shall not interfere with any existing Facility without the written consent of the Town and/or the Owner of the Facility.
- (2) If it becomes necessary to relocate an existing Facility, this shall be done by its Owner.

- (3) No Facility shall be placed within three (3) horizontal feet of a Facility owned by the Town except for crossings approved by the Director.
- (4) No Facility owned by the Town shall be moved to accommodate the Permittee, unless the cost of such work be borne entirely by the Permittee and the scope of work is approved by the Town.
- (5) The cost of moving a privately owned Facility shall be similarly borne by the Permittee unless it makes other arrangements with its Owner.
- (6) The Permittee shall support, sustain and protect by the use of timbers under, over, along or across all piles, conduits, poles, wires or other apparatus which may require support or protection.
- (7) The Permittee shall secure approval of the method of support and protection from the Person owning the Facility. In case any pipes, conduits, poles, wires, or apparatus should be damaged, and for this purpose, pipe coating or other encasement or devices are to be considered as part of a structure, the Permittee shall promptly notify the Person owning the Facility.
- (8) A damaged Facility shall be repaired by the Person owning them and the expense of such repairs shall be charged to the Permittee. It is the intent of this paragraph that the Permittee shall assume all liability for damage to Facilities and injury to Persons. The only exception will be such instances where damage is exclusively due to the negligence of the Person owning Facilities. The Town shall not be made a party to any action because of this paragraph. The Permittee shall inform themselves as to the existence and location of all underground Facilities and protect the same against damages.
- (9) A damaged Town Facility shall be repaired by the Permittee and the expense of such repairs shall be borne solely by the Permittee. It is the intent of this paragraph that the Permittee shall assume all liability for damage to Facilities and injury to Persons. The Town may require additional repairs and inspections, including video, beyond the original damaged area.
- (10) The Town reserves the right to deny any permit that will impact any Town Facility as noted above or if the Permittee fails to agree to scope and condition of Permit approval.

Sec. 13-15.22 Protection of adjoining property

- (1) The Permittee shall at all times, and at their own expense, preserve and protect from injury residents of the Town, Abutters' property and Public Ways by providing proper foundations and lateral support, and by taking such other precautions as may be necessary for the purpose.

- (2) The Permittee shall, at their own expense, shore up and protect buildings, trees, walls, fences or other property likely to damage during the progress of the Excavation work and shall be responsible for all damage to public or private property resulting from its failure to properly protect and carry out said work.
- (3) The Permittee shall not remove, even temporarily, any trees or shrubs which exist in public property, without first obtaining the consent of the Town Tree Warden. (see Massachusetts General Laws, Chapter 87, Section 5 – Cutting Trees).
- (4) In the case a tree is destroyed or damaged by the Permittee or a tree is authorized for removal by the Tree Warden. All tree stumps and debris resulting from the work shall be removed from the location and replacements shall be made by the Permittee; the species and place of relocation to be designated by the Tree Warden.
- (5) Replacement quantity shall be determined by measuring the circumference of the tree(s) at four (4) feet off the ground divided by 3.14 to determine an equivalent caliper. The equivalent caliper shall be multiplied by one and one half (1.5) to determine the minimum caliper replacement required by one (1) or more trees.
- (6) The Permittee shall deliver to the Tree Warden, a *bona fide* order, placed with a recognized established nursery before installing the authorized trees. The order shall include in it a statement that the size and species required will be in accordance with “USA” Standard for Nursery Stock and that planting will be done in accordance with the applicable provisions of “Massachusetts Department of Public Works Standard Specifications”.
- (7) The Permittee may, if approved by the Tree Warden, make an equivalent financial contribution to the Town for the replacement of trees at other locations approved by the Town.

Sec. 13-15.23 Care of excavation material

- (1) All material excavated from trenches, and files adjacent to the trench of, in any Public Way, shall be piled and maintained in such a manner as not to endanger those working in the trench, pedestrians, or Person(s) in the Public Way, and so that as little inconvenience as possible is caused to those using adjoining properties.
- (2) Whenever necessary, in order to expedite the flow of traffic or to abate the dirt or dust nuisance, boards or bins may be required by the Town to prevent the spreading of material into the Public Way.
- (3) Where the confines of the area being excavated are too narrow to permit the piling of excavated material beside the trench, the Town shall have the authority to require that the Permittee haul

the excavated material to a storage site and then rehaul it to the trench site at the time of backfilling.

- (4) It shall be the Permittee's responsibility to secure the necessary permission and make all necessary arrangements for all required storage and disposal.

Sec. 13-15.24 Asphalt Repairs

- (1) Before any excavation may begin where a paved surface exists, the Permittee shall cut the pavement, using an approved method. No tearing of the pavement will be allowed.
- (2) The trench will be backfilled to within twenty-four (24) inches of final grade.
 - (a) Backfill shall be thoroughly compacted by mechanical means in layers not to exceed six (6) inches. Each backfill layer shall be 95% of its optimum density.
 - (b) No stone or rock fragments larger than three (3) inches shall be deposited in the backfill and no more than twelve (12) percent of material shall pass the No. 200 sieve. If the existing material is unsuitable it shall be replaced.
 - (c) Frozen material shall not be used for backfilling under any circumstance.
 - (d) Surfaces shall be broom-cleaned immediately after backfilling and appropriate measures taken for the control of dust.
- (3) Following backfill a pavement foundation will be placed level with the bottom of the adjacent asphalt binder. The foundation shall consist of approved MassDOT Dense Graded Crushed Stone for Sub-base, or approved equal, spread uniformly and compacted as directed in Sec. 13-15.24(2)(a) above.
- (4) Soil compaction tests conducted by a Soils Engineer retained by the Permittee, shall be provided upon inspection of the trench preparation and subgrade if any of the following conditions are met.
 - (a) Trench width, in a paved surface, exceeds six (6) feet for a length that exceeds twenty (20) feet.
 - (b) Trench length, in a paved surface, exceeds fifty (50) feet.

(c) As directed by the Director.

A test shall occur every one hundred (100) feet and at every intersection.

A minimum of two (2) test shall occur if the trench length is less than one hundred (100) feet.

- (5) Unless approved in writing by the Director the Permittee shall temporarily patch, at the end of each shift, any location subject to vehicular or pedestrian traffic with a minimum of two (2) inches of asphalt. Prior to placement of permanent asphalt the trenches shall be cut a minimum of twelve (12) inches beyond all sides of the trench. Any broken or irregular edges of existing pavement shall be cut away in straight lines leaving a sound vertical face at least twelve (12) inches beyond the sides of the trench or any observed settlement, cracking or unraveling.
- (6) Streets paved within ten (10) years shall be heated utilizing an infrared machine a minimum of two (2) feet beyond each side of the trench to thermally bond the asphalt patch to the surrounding pavement.
- (7) Streets paved more than ten (10) years ago shall have all edges coated with asphalt emulsion immediately prior to asphalt patching.
- (8) A asphalt patch consisting of Bituminous Concrete type I-1 will then be placed in courses not to exceed three (3) inches and in all cases be level with or no greater than one half (1/2) inch above the adjacent grade of paved surfaces. Rolling shall be done with a self-propelled roller weighing not less than eight (8) tons and shall continue until a firm, even surface true to the lines and grade is obtained. This patch will be maintained, as necessary and directed by the Director, by the Permittee.

Use of cold patch material is specifically prohibited for asphalt patch.

- (9) At the discretion of the Director, a "curb to curb" two (2) inch overlay twenty five (25) feet in each direction from the centerline of a perpendicular trench, a total of fifty (50) feet, may be required or a "curb to curb" two (2) inch overlay twenty-five (25) feet in each direction from both ends of a parallel trench may be required.

In either event the overlay will be matched in to each limit of the overlay by utilizing an infrared machine a minimum of two (2) feet beyond each limit of the overlay.

Tack coat will be applied with a tack truck equipped with a spreader bar at a minimum rate of .07 gallons per square yard.

This treatment shall be required when the pavement surface is less than five (5) years old.

- (10) All sidewalk and apron work must comply with the latest MassDOT construction standard details
- (11) In the event of non-acceptable maintenance of trench repairs, the Permittee will be notified of such situations. Upon notification, the Permittee will make required improvements within forty-eight (48) hours. Failure to do so will result in Town making such improvements and charging the cost of the same as Recoverable Charges to Permittee. In emergency situations, the Town will make immediate repairs and the Permittee will be billed directly.
- (12) The guarantee period, if not specified under any other Rules and Regulations, shall be for a period of one (1) year following the permanent trench repair. During the guarantee period, the Permittee shall be responsible for the restoration, repair and maintenance of their work.
- (13) The Permittee shall maintain the pavement after backfilling is completed or as directed by the Department and shall keep same safe for pedestrian and vehicular traffic until the final trench inspection. If the Permittee does not meet the requirements of Sec 13-15.7(6) the Director may require infrared repairs, mill and overlay, full replacement or any other remedial action deemed necessary.

Sec. 13-15.25 Concrete Repairs

- (1) Concrete repairs shall follow all the requirements of Sec. 13-15.24 except as listed below.
- (2) The trench will be backfilled to within twelve (12) inches of final grade.
 - (a) Backfill shall be thoroughly compacted by hand or mechanical means in layers not to exceed six (6) inches. Each backfill layer shall be 95% of its optimum density.
 - (b) No stone or rock fragments larger than three (3) inches shall be deposited in the backfill and no more than twelve (12) percent of material shall pass the No. 200 sieve.
 - (c) Frozen material shall not be used for backfilling under any circumstance.

- (d) Surfaces shall be broom-cleaned immediately after backfilling and appropriate measures taken for the control of dust.
- (3) Following backfill, a temporary pavement patch of two (2) inches will be placed. The foundation shall consist of approved MassDOT Gravel Borrow Type B, or approved equal, spread uniformly and compacted as directed in Sec. 13-15.25(2)(a) above.
- (4) At the end of ninety (90) day stabilization period the temporary asphalt patch will be cut out and the trench trimmed with neat straight cuts and square corners a minimum distance of twelve (12) inches beyond the limits of the temporary patch area or nearest scoreline, whichever is greater.
- (5) Concrete sidewalks shall be of broom finished Portland cement concrete with one (1) inch deep score lines spaced five (5) feet apart on centers. Sections shall be a maximum of thirty (30) feet in length, with sections separated from each other and from driveway sections by one-half (1/2) inch thick premolded bitumastic filler. The depth (thickness) of concrete and of filler shall be four (4) inches except at driveways where it shall be six (6) inches. Portland cement concrete driveway aprons from the sidewalk to the gutter line shall be constructed to the same specs as the sidewalk where it crosses the driveway.
- (6) All sidewalk and apron work must comply with the latest MassDOT Construction standard details. The Director reserves the right to order increased concrete thickness and/or the installation of reinforcement regardless of latest MassDOT construction standard details.
- (7) The new concrete shall be cured and sealed in accordance to manufacturer specifications of a product approved by the Department.
- (8) All sidewalk and accessible ramps shall be reconstructed in kind and in conformance with the ADA and Architectural Access Board Regulations that are currently in effect.

Sec. 13-15.26 Trench limitations

- (1) Minimum trench width for pipe and appurtenance installation shall be pipe inside diameter plus three (3) feet. Trenches shall not be unnecessarily wide, so as to increase excessively the load on the pipe resulting from backfill.
- (2) Underground electrical, communication, gas or other Utility companies shall be exempt from requirements of Sec. 13-15.26(1).

- (3) All ledge will be removed to a width two (2) feet greater than the diameter of the pipe and one (1) foot below the underside of the pipe. A twelve (12) inch bed of crushed stone will be placed in the trench prior to laying pipe.
- (4) The maximum length of open trench permissible, at any time, shall be two hundred (200) feet and no greater length shall be opened for pavement removal, excavation, construction, backfilling, patching or any other operation without the written permission of the Director.
- (5) The maximum amount of trenches, within their guarantee period, allowed per Person is five (5). Additional trenches will not be allowed without the written permission of the Director.

Sec. 13-15.27 Relocated or new utilities

- (1) Whenever existing poles, lines, guys, braces, anchors or transformers are to be relocated or new poles, guys, braces, anchors or transformers set, the proposed location shall be designated by stakes or flags placed at the site.

The location of all poles, guys, braces or anchors proposed shall be submitted to the Director on a scalable drawing for comments prior to submission to the Board of Selectmen for approval. No permits will be issued without prior Board of Selectmen approval.

- (2) Whenever new gas main extensions are proposed a scalable drawing shall be submitted to the Director for comments prior to submission to the Board of Selectmen for approval. No permits will be issued without prior Board of Selectmen approval.
- (3) Whenever new underground electrical and communication conduit is proposed a scalable drawing shall be submitted to the Director for comments prior to submission to the Board of Selectmen for approval. No permits will be issued without prior Board of Selectmen approval.

No Utility shall install or construct, except by way of direct one (1) for one (1) replacement or upgrading of existing Facilities including full removal of existing Facilities, any poles and overhead wires and associated overhead structures upon, along or across any public or private way within the Town. Any poles and overhead wires and associated overhead structures installed or constructed in violation of this bylaw shall be immediately removed by the Utility responsible therefor. This section implements M.G.L. Chapter 166, Section 22C and shall be construed in a manner consistent with the definitions in Section 22A of Chapter 166.

Sec. 13-15.28 Prompt completion of work

- (1) After an excavation has commenced, the Permittee shall prosecute with diligence and expedition all excavation work covered by the Permit and shall promptly complete such work and restore the street as specified herein. The Permittee shall perform such restoration so as not to obstruct, impede or create a safety hazard to either pedestrian or vehicular traffic.
- (2) Permit expiration will be as noted on application or under Sec. 13-15-10.
- (3) Permit extensions shall follow requirements listed under Sec. 13-15-14.

Sec. 13-15.29 Noise, Dust & Debris

- (1) Each Permittee shall conduct and carry out work in such a manner as to avoid unnecessary inconvenience and annoyance to the general public and Abutters.
- (2) The Permittee shall take appropriate measures to reduce, to the fullest extent practicable, noise, dust and unsightly debris and follow the orders of the Director regarding mitigation measures.
- (3) The following noise restrictions shall be enforced:

Permit holder or contractor shall perform the Right-of-Way work in such a manner as to avoid unnecessary inconvenience and annoyance to the general public and occupants of neighboring property. During the hours from 7:00 p.m. to 7:00 a.m. permit holder or contractor shall not use, unless otherwise specifically permitted by the Awarding Authority any tool, appliance or equipment producing noise of sufficient volume to disturb the sleep or repose of occupants of the neighboring property.

(1) Construction Noise Levels

7:00 a.m. to 5:00 p.m. (Monday – Friday)

9:00 a.m. to 5:00 p.m. (Saturday)

70 dBA L10 level with a Maximum Noise Level not to exceed 86 dBA.

Construction noise levels shall not exceed General Noise Levels on Sundays, Legal Holidays, Saturdays before 9:00 a.m., Saturdays after 5:00 p.m. and weekdays between the hours of 5:00 p.m. and 7:00 a.m.

(2) General Noise Levels - Everyday

Daytime - 7:00 a.m. to 7:00 p.m.

Less than 10 Minutes	75 dBA
Between 10 Minutes and 2 Hours	70 dBA
In excess of 2 Hours	60 dBA

Nighttime - 7:00 p.m. to 7:00 a.m.

Less than 10 Minutes	60 dBA
Between 10 Minutes and 2 Hours	55 dBA
In excess of 2 Hours	45 dBA

Sec. 13-15.30 Preservation of monuments

- (1) Any monument set for the purpose of locating or preserving the lines of any street or property subdivision, or a precise survey reference point or a permanent survey bench mark within the Town, shall not be removed or disturbed without first obtaining permission, in writing, from the Director to do so. Insofar as the Director has the right to do so, permission to remove or disturb such monuments, reference points or benchmarks shall be granted only when no alternate route for the proposed substructure or conduit is available.

If the Director is satisfied that no alternate route is available, permission shall be granted only upon condition, by an agreement in writing, that the Person or Utility applying for such permission shall pay all expenses incidental to the proper replacement of the monument, precise survey reference point or permanent survey bench mark by the Town.

Replacement at a minimum shall consist of a granite bound set by a professional land surveyor licensed in the Commonwealth.

Sec. 13-15.31 Restoration of damaged and disturbed areas

- (1) Any Person or Utility damaging or disturbing areas in the Public Way, including but not limited to sidewalks, curbing, grass plots and trees, shall be charged for the repair or replacement. Concrete curb shall be only replaced with granite curb at no cost to the Town.

Sec. 13-15.32 Restoration of pavement markings

- (1) All permanent pavement markings (crosswalks, traffic center lines, etc.), that are obliterated or damaged during construction, shall be repainted or replaced by or under the direction of the Department at the expense of the Permittee.

Sec. 13-15.33 Excavation during winter

- (1) No Person or Utility shall be granted a permit to excavate or open any street or sidewalk from December 1st of each year to April 1st of the next year unless an emergency or special condition exists and permission is obtained in writing, from the Director.

Any Person or Utility wishing to obtain a Street Opening Permit between the aforementioned dates, shall first explain fully, in writing, the nature of the emergency situation to the Director before permission is granted.

- (2) If a hazardous condition, which would endanger life and/or property exists, excavation work shall not be delayed by this article. However Sec. 13-15.11 Emergency Permits will still apply.

Sec. 13-15.34 Inspections

- (1) The Department shall make such inspections as are reasonable necessary in the enforcement of this Bylaw and any Rules and Regulations. The Director, as an Authorized Enforcer and Authorized Awarding Authority, shall have the authority to promulgate and cause to be enforced such Rules and Regulations as may be reasonably necessary.
- (2) The Town bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this Bylaw and any Rules and Regulations at reasonable times.
- (3) While performing inspections on private commercial properties the Town shall observe all safety Rules applicable to the premises established by the company and the company shall be held harmless for injury or death to Town employees and the Town shall indemnify the company against loss or damage to its property by Town employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required in this Bylaw and any Rules and Regulations and other state and federal Regulations.
- (4) No work shall begin before obtaining a signed permit from the Director and paying all required fees.

- (5) Inspections will normally be scheduled between the hours of 8:00 AM and 3:00 PM, Monday through Friday. Contractors are responsible for requesting an inspection. Inspection fees will be fixed prices or rates established by the Town and on file with the Department but shall not be less than fifty (50) dollars per inspection.
- (6) The Permittee will be charged all costs for inspections made outside normal working hours. Charges will reflect prevailing wage rate of personnel performing the inspection with a four (4) hour minimum charge.
- (7) A minimum twenty four (24) hour notice is required to schedule an inspection. Failure to notify the Department a minimum of twenty four (24) hours in advance may subject the Permittee to the following charges, except in cases of emergency, at the discretion of the Director.
 - (a) Four (4) hour minimum charge for performance of inspections between the hours of 8:00 AM and 3:00 PM.
 - (b) Eight (8) hour minimum charge for performance of inspections made outside of the time specific under Sec. 13-15.34(5).
- (8) Trenches shall not be backfilled until they are inspected.

Sec. 13-15.35 Excavation on a Repaved street

- (1) Whenever the Department has developed plans to reconstruct a street, it shall give notice to all Town departments and Facility Owners which have, or may wish to lay pipes, wires or other facilities in or under the street.
- (2) Upon receipt of such notice, such Person or Utility shall have a minimum of thirty (30) days in which to install or lay any such facility but shall finish all work no later than the first July 4th after being notified.
- (3) If an extension of time is needed by a Person or Utility for the installation of such facilities, the Person or Utility shall make a written application to the Director explaining fully the reasons for requesting such an extension of time no later than the June 20th prior to the expiration date.
- (4) At the expiration of the time fixed and after such street has been Newly Constructed, Reconstructed or Repaved, no permit shall be granted to open such street for a period of five (5) years, unless in the judgment of the Director an emergency condition exists or the necessity for

making such installation could not reasonably have been foreseen at the time such notice was given. If a permit is granted, the Director may impose extraordinary conditions on the Permittee to preserve the structural condition of the pavement and to blend the permanent patch with the existing pavement.

Sec. 13-15.36 Penalties

- (1) Any Person or Utility who violates any section of this Bylaw following written warning shall be fined not less than three hundred dollars (\$300) for the 1st violation and any subsequent violations. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
- (2) Each day a violation continues shall constitute a separate offense.
- (3) If the work, or any part thereof, mentioned in the preceding articles shall be unskillfully or improperly done, the Town shall cause the same to be skillfully and properly done and shall keep an account of the expense thereof; and, in such cases, such Person or Utility shall pay the Town an amount equal to the whole of said expense incurred by said Town with an additional amount of fifty percent (50%) to cover indirect costs. The total cost is referred to herein as Recoverable Charges. Thereafter, upon completion of the work and the determination of the costs thereof the Town shall issue no further Permit(s) to any Person or Utility until it shall receive payment of said costs.
- (4) Any Person or Utility who continues to violate any portion of this Bylaw shall receive no further Permit(s) until such time as the Director is satisfied that the Person or Utility shall become fully compliant.

Sec. 13-15.37 Enforcement

- (1) The Director, as an Authorized Enforcer, shall enforce all Rules, Regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations of this Bylaw.
- (2) The Director may issue a written order to enforce the provisions of this Bylaw thereunder, which may include requirements to:
 - A. Cease and desist all construction activity until there is compliance with the Rules, Regulations and conditions of the permit;
 - B. repair, maintain, or replace damaged or disturbed areas.

- C. perform monitoring, analyses, and reporting;
 - D. remediate adverse impact resulting directly or indirectly from Permittee actions.
- (3) If the Director determines that abatement or remediation of adverse impacts is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property Owner fail to abate or perform remediation within the specified deadline, the Town may, at its option, undertake such work, and the violator and/or property Owner shall reimburse the Town's expenses.
- (4) Within thirty (30) days after completing all measures necessary to abate the violation or to perform remediation, the violator and/or property Owner shall be notified of the costs incurred by the Town, including administrative costs. The violator and/or property Owner may file a written protest objecting to the amount or basis of costs with the Department within thirty (30) days of receipt of the notification of the costs incurred. The Board of Selectmen will review the written protest and shall notify the violator and/or property Owner of their decision.
- If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Board of Selectmen affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property Owner and shall constitute a lien on the Owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in G.L. Ch. 59, § 57, after the thirty-first (31st) day at which the costs first become due.
- (5) Any Person who violates any provision of this Bylaw, written order or permit issued thereunder, shall be punished by a fine as set forth in Sec. 13-15.37. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
- (6) Any Person violating any of the provisions of this Bylaw shall be liable to the Town for any expense, loss, or damage occasioned the Town by reason of such violation. Included are any fines, charges, and assessments made or imposed on the Town by any federal or state agencies as well as reasonable attorney's fees incurred in the prosecution of these enforcement actions, as further described in Sec. 13-15.37(7).
- (7) As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, §21D, in which the Director of the Town shall be the Enforcing Person. The penalty following a written warning for the 1st violation and any subsequent violations shall be three hundred dollars (\$300). Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

- (8) The decisions or orders of the Director shall be final. Further relief shall be to a court of competent jurisdiction.
- (9) The remedies listed in this Bylaw are not exclusive of any other remedies available under any applicable federal, state or local law.

Sec. 13-15.38 Appeals

- (1) In the event a Person is aggrieved by a determination of the Director under this Bylaw, they may file a written appeal with the Board of Selectmen within ten (10) days thereof.
- (2) The Board of Selectmen shall hear appeals within thirty (30) days of receiving a request therefore. The decision of the Board of Selectmen shall be final in all respects.
- (3) Any penalties or fines accorded will be enforced following the outcome of the hearing, or in the case of no appeal, on the eleventh working day after written notification.

Sec. 13-15.39 Severability

- (1) If any provision, paragraph, sentence, or clause of this Bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect.
- (2) This Bylaw shall not contravene nor render ineffective any of the lawfully established Rules and Regulations of the Commonwealth.

Sec. 13-15.40 Bylaw in Force

- (1) This Bylaw shall be in full force and effect from and after its passage, approval, recording, and publication as provided by law.

or do anything in relation thereto.

Director, Department of Public Works

Article 4. **Voted** that the Town amend the Town of Stoneham Code- Chapter 13- Streets and Sidewalks, Section 13-15, Street Open Bylaw, by deleting the existing section 13-15 in its entirety and also Section 13-16, Contractor's Construction License, and replacing it with a new section 13-15, entitled "Street Opening" as printed in Article 4 of the June 18, 2018 Special Town Meeting Warrant.

Majority Vote Required

Passes Unanimous

Meeting Dissolved at 7:24 PM.

Respectfully Submitted:

Maria Sagarino

Town Clerk

SEPTEMBER 4, 2018 STATE PRIMARY

Democratic Party								
Senator in Congress	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	60	74	89	52	78	77	76	506
Elizabeth A. Warren	283	310	333	241	255	268	258	1948
All Others (Diehl/Kingston/Lindstrom)	0	0	0	0	1	1	2	4
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Governor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	77	84	111	69	76	97	76	590
Jay M. Gonzalez	138	148	176	130	126	138	157	1013
Bob Massie	120	146	134	94	126	108	101	829
All Others (Charlie Baker)	8	6	1	0	6	3	2	26
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Lt. Governor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	84	79	111	71	73	89	80	587
Quentin Palfrey	136	145	154	112	112	139	136	934
Jimmy Tingle	122	159	157	110	148	118	120	934
All Others (Karyn Polito)	1	1	0	0	1	0	0	3
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Attorney General	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	50	46	66	31	46	56	57	352
Maura Healey	293	338	356	262	288	290	279	2108
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Secretary of State	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	18	15	23	13	14	16	16	115
William Francis Galvin	237	265	321	209	242	255	222	1751
Josh Zakim	88	104	78	71	78	75	98	592
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Treasurer	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	99	77	121	63	76	97	98	631
Deborah B. Goldberg	244	307	301	230	258	249	238	1827
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Auditor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	104	88	111	60	80	100	100	643
Suzanne M. Bump	239	296	311	232	254	246	236	1814
All Others (Daniel Fishman)	0	0	0	1	0	0	0	1
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Rep. in Congress (5th District)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	62	48	73	40	48	64	69	404
Katherine M. Clark	281	336	349	253	286	282	267	2054
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Councillor (6th District)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	113	91	118	79	91	106	102	700
Terrence W. Kennedy	230	293	304	214	243	240	234	1758
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Senator in Gen. Court (5th Middlesex)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	14	17	24	15	19	27	22	138
Jason M. Lewis	238	253	285	211	234	211	197	1629

Samantha Hammar	91	113	113	67	81	108	117	690
All Others (Erin Calvo-Bacci)	0	1	0	0	0	0	0	1
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Rep. in General Court (31st Middlesex)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	71	58	67	56	64	65	64	445
Michael Seamus Day	271	324	355	237	270	281	272	2010
All Others (Caroline Colarusso)	1	2	0	0	0	0	0	3
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458

District Attorney	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	41	32	51	29	45	44	34	276
Marian T. Ryan	145	184	196	140	170	173	147	1155
Donna Patalano	157	168	175	124	119	129	155	1027
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Clerk of Courts	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	95	75	113	59	76	89	94	601
Michael A. Sullivan	248	309	309	234	258	257	242	1857
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458
Register of Deeds	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	90	96	128	66	83	98	91	652
Maria C. Curtatone	253	288	294	227	251	248	245	1806
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	343	384	422	293	334	346	336	2458

2018 SEPTEMBER STATE PRIMARY UNOFFICIAL TALLY

Republican Party								
Senator in Congress	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	11	16	15	9	14	14	14	93
Geoff Diehl	92	85	109	109	135	96	104	730
John Kingston	58	53	72	66	65	57	45	416
Beth Joyce Lindstrom	18	14	19	38	21	25	24	159
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Governor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	7	7	11	7	13	4	6	55
Charles D. Baker	109	104	141	128	125	107	108	822
Scott D. Lively	63	57	63	87	97	81	73	521
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Lt. Governor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	52	56	67	60	82	62	68	447
Karyn E. Polito	127	112	148	162	153	130	119	951
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Attorney General	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	36	63	65	47	65	51	40	367
James R. McMahon, III	82	63	82	91	106	85	90	599
Daniel L. Shores	61	42	68	84	63	56	57	431
All Others (Maura Healey)	0	0	0	0	1	0	0	1
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Secretary of State	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	54	79	64	79	103	75	61	535
Anthony M. Amore	125	89	131	143	132	117	126	863

All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Treasurer	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	68	84	90	83	110	81	71	587
Keiko M. Orrall	111	84	125	139	125	111	116	811
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Auditor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	69	82	90	88	117	79	69	594
Helen Brady	110	86	125	134	118	113	118	804
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Rep. in Congress (Fifth District)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	43	48	66	44	73	47	50	371
John Hugo	101	98	130	142	136	112	116	835
Louis Kuchnir	35	22	19	36	26	33	21	192
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398

Councillor (Sixth District)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	179	168	215	222	235	192	187	1398
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Senator in Gen. Court (5th Middlesex)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	67	75	85	83	108	75	67	560
Erin K. Calvo-Bacci	112	93	130	139	127	117	120	838
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
Rep. in General Court (31st Middlesex)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	28	35	41	35	41	28	38	246
Caroline Colarusso	151	132	172	187	194	164	147	1147
All Others (Michael Day)	0	1	2	0	0	0	2	5
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398
District Attorney	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	179	168	215	222	235	192	186	1397
All Others (Marian Ryan)	0	0	0	0	0	0	1	1
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398

Blanks	179	168	215	222	235	192	187	1398
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398

Blanks	179	168	215	222	235	192	187	1398
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	179	168	215	222	235	192	187	1398

2018 SEPTEMBER STATE PRIMARY UNOFFICIAL TALLY

Libertarian								
Senator in Congress	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Governor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6

All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Lt. Governor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	2	0	2	0	5
All Others (Jimmy Tingle)	0	0	0	1	0	0	0	1
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Attorney General	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Secretary of State	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Treasurer	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Auditor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	0	0	0	2	0	1	0	3
Daniel Fishman	1	0	0	1	0	1	0	3
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Rep. in Congress (5th District)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Councillor	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Senator in Gen. Court (5th Middlesex)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Rep. in General Court (31st Middlesex)	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
District Attorney	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Clerk of Courts	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6
Register of Deeds	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Pct. 6	Pct. 7	Totals
Blanks	1	0	0	3	0	2	0	6
All Others	0	0	0	0	0	0	0	0
Write-in	0	0	0	0	0	0	0	0
Total	1	0	0	3	0	2	0	6

MINUTES FOR SPECIAL TOWN MEETING

MONDAY, OCTOBER 15, 2018

To either of the Constables of the Town of Stoneham in the County of Middlesex,

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Stoneham qualified to vote in elections and Town affairs to meet in the **Town Hall Auditorium, 35 Central Street, Stoneham**, on

Monday, October 15, 2018, at 7:00 p.m.

to act upon the following articles of this Warrant:

Tellers were appointed to check the names of voters entering the Town Hall and the checklist showed 106 voters were inside the meeting.

Moderator Jeanne Craigie invited members of the Stoneham Youth Action Coalition to lead the Pledge of Allegiance. Pastor Henry Schoenfield was present to give the invocation

Moderator Craigie recognized the passing of former school and town employees Theodore Schwalb, Tess Hurley, William McNulty Jr, Ann Marie Gailis, Marguerite Muir, Betty Luciano and Margaret Donahoe.

The meeting was called to order in the Town Hall Auditorium at 7:02 PM and the warrant was read.

Article 1. To see if the Town will vote to amend Stoneham Town Code, Chapter 16, Board of Selectmen, by inserting a new Article VII, Social Host Responsibility, as follows:

Sec. 16-154. Prohibition against consumption of alcoholic beverages or drugs by minors on private property.

(a) *Legislative Intent & Purpose.* It is the purpose of this section to protect the public interest, welfare, health and safety within the Town of Stoneham by prohibiting the service to and consumption of alcoholic beverages and drugs by persons under the age of twenty-one (21) on private property located within the Town. The Select Board finds that the occurrence of social gatherings at

private premises where alcoholic beverages or drugs are served to or consumed by persons under the age of twenty-one (21) is harmful to such persons themselves and a threat to public welfare, health and safety. The Select Board finds further that persons under the age of twenty-one (21) often obtain alcoholic beverages or drugs at such gatherings and that persons who rent, own or otherwise control the premises at which such service and/or consumption is occurring will be more likely to ensure that alcoholic beverages and drugs are neither served to nor consumed by persons under the age of twenty-one (21) at these gatherings.

(b) *Definitions.* For purposes of this section, the following terms shall be defined as follows:

“Alcoholic beverage” means any liquor, wine, beer, spirits, cider or other liquid or solid, patented or not, composed of or containing alcohol or spirits, whether or not brewed, fermented or distilled, and capable of being consumed by a person.

“Control” means the authority and ability to regulate, direct, or dominate.

“Drug” means any substances recognized as drugs in the official United States Pharmacopoeia of the United States, or official National Formulary, or any supplement to any of them; or any substances intended for use in the diagnosis, cure, mitigation, treatment, or prevention of disease in man or animals; or any substances, other than food, intended to affect the structure or any function of the body of man and animals.

“Open House Party” means a social gathering at a residence or other private property with minors present

“Person” means a human being, and where appropriate, a public or private corporation, company, an unincorporated organization or association, or a partnership.

“Premises” means a home, yard, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, whether occupied as a dwelling, party or other social function, and whether owned, leased, rented or used with or without compensation. The term “premises” shall also include private functions held at public facilities within the Town of Stoneham.

(c) *Prohibition.* Any person who owns, rents or otherwise controls any premises shall be responsible when an open house party takes place at said residence where any alcoholic beverage or drugs is being unlawfully possessed, served to or consumed by persons under the age of twenty-one (21) at these gatherings at said premises.

(d) *Exceptions.* The provisions of this section shall not apply to:

- (1) The possession or consumption of a drug for which the individual has a current, valid prescription or as otherwise permitted by any other applicable law;

- (2) The use of alcoholic beverages, which occurs exclusively between a person under the age of twenty-one (21) and his/her parent or legal guardian; and
- (3) The practice of legally recognized religious observances

(e) *Penalties.* Failure to comply with subsection (c) above shall constitute a violation of this ordinance punishable by a fine and/or prosecution as outlined below:

(1) *Fines.*

- a. A first violation of this ordinance shall be punishable by a warning which shall be issued by the Chief of the Stoneham Police Department
- b. A second violation of this ordinance at the same premises or by the same person, within a twelve (12) month period shall be punishable by a fine of \$150.00
- c. A third or subsequent violation of this ordinance at the same premises or by the same person, within a (12) month period shall be punishable by a fine of \$300.00

(2) *Prosecution.* Any violation hereof may also be prosecuted under the applicable provisions of Gen. L. c. 138 §34.

The fine schedule prescribed in this subsection shall be based upon a “rolling schedule” meaning that in calculating the fine payable to the Town, the Police Chief shall count backward starting from the date of the most recent violation of this ordinance to determine how many previous violations of said ordinance have taken place at the premises or been committed by the same person during the statutory twelve (12) month period. A warning given pursuant to this ordinance shall remain in effect for the premises until a full twelve (12) month period has elapsed during which there has been no response to the premises.

(f) *Appeal.* Any person upon whom is imposed a fine/penalty pursuant to this ordinance shall have the right to appeal the imposition of such fine/penalty in a non-criminal proceeding by making a written request within 21 days to the Clerk Magistrate for the Woburn District Court or such other the District Court having the Town within its jurisdiction .

(g) *Inconsistency with Other Laws.*

- (1) If any part of provision of this section is inconsistent with any federal or state statute, law, rule, or regulation, then such statute, law, rule, or regulation shall prevail.
- (2) If any part of provision of this section of the applicability thereof to any person or circumstance be adjusted invalid by a court of competent jurisdiction, such judgement shall be confined in its operation to the part or provision of or application directly involved in the controversy in which such judgement shall have been rendered and shall not affect or impair the validity of the remainder of this section, or the application thereof to other persons or circumstances.

or do anything in relation thereto.

Board of Selectmen

Article 1. **Voted** that the Town amend the Stoneham Town Code, Chapter 16, Board of Selectmen, by inserting a new Article VII, Social Host Responsibility, as written in Article 1 of the Special Town Meeting Warrant.

Passes Unanimous

Article 2. To see if the Town will vote to amend portions of the Stoneham Town Code, Chapter 15, Zoning, by amending or adding the following sections of said zoning bylaw related to the definition of the term “Kennel” with additions shown as underlines:

Chapter 15, Section 2.1.41 DEFINITIONS:

Chapter 15, Section 2.1.41 – *Kennel*: Facilities for keeping three (3) or more dogs or cats three (3) months old or older on a single premise, whether maintained for daytime care, breeding, boarding, sale, training, hunting or other purposes and including any shop where dogs or cats are customarily kept for sale.

or do anything in relation thereto.

Planning Board

Article 2. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning, by amending the existing definition of the term “Kennel” to include the concept of “daytime care” for dogs and cats as written in Article 2 of the Special Town Meeting Warrant.

¾Vote Required

¾ Passes Per Moderator

Motion for Reconsideration

Cannot be Reconsidered

Article 3. To see if the Town will vote to amend Stoneham Town Code, Chapter 15, Zoning, inserting a new Section 2.1.1.1, Accessory Dwelling, and further by deleting Section 4.2.4.1 in its entirety inserting a new Section 4.2.4.1, Accessory Dwellings, as follows:

2.1.1.1 *Accessory Dwelling:* An accessory dwelling is a separate dwelling unit located within an owner occupied, single family home containing both a bathroom with a sink, toilet and tub or shower and a kitchen with a stove, sink and refrigerator, accessory to a single-family residential dwelling.

4.2.4.1 Accessory Dwellings

(a) **Purpose:** To enable single family dwellings to be converted to include one accessory dwelling allowing family members to remain in their homes and neighborhoods, to provide for affordable housing options while protecting and maintaining the appearance of the home as a single-family home and character of the surrounding neighborhood as a single family neighborhood. Family members as used herein shall include a spouse, person residing in the same household, in-laws, mother, father, sister, brother of the whole or half blood, son, daughter, adopting parent or adopted child, step parent, step child, uncle, aunt, niece, nephew, grandparent, great grandparent, grandchild, great grandchild.

(b) **Procedural Requirements:** An applicant seeking a Special Permit for an accessory dwelling shall comply with the procedural requirements for Special Permits set forth in Chapter 17 of the Stoneham Town Code.

(c) **Review Criteria/Standards:** A single-family dwelling may be converted for the incorporation of one accessory dwelling in the Residence A or Residence B District subject to the granting of a Special Permit from the Planning Board based on the following criteria:

1. Only one accessory dwelling shall be allowed per single family dwelling. Only single-family dwellings, whether they be located in Residence A or Residence B, are eligible to add an accessory dwelling.
2. The accessory dwelling shall be designed so that the appearance of the building remains that of a single-family dwelling. In general, any new entrance shall be located on the side or rear of the existing single-family residence. All stairways to second or third stories shall be enclosed within the exterior walls of the dwelling. The Planning Board, in its discretion, may permit a reasonable deviation from this

requirement when necessary to facilitate access and mobility for disabled persons and other bona fide reasons.

3. The accessory dwelling must comply with all applicable state, federal and local laws and regulations and no certificate of occupancy shall be issued until evidence of the Special Permit Decision and Deed restriction has been recorded with the Middlesex County Registry of Deeds and proof of recording or registration has been delivered to the Planning Board and Building Department.
4. The owner(s) of the single-family lot and dwelling shall occupy at least one (1) of the dwelling units on the subject property as his/her principal residence as a fee simple owner or an inalienable life estate as evidenced by legal documentation satisfactory to the Planning Board and occupancy of the accessory dwelling shall be limited to the owner or family members as defined herein. A notarized affidavit certifying that the owner or life estate is one of the occupants of the dwelling shall be submitted to the Planning Board as part of the application for a Special Permit.
5. The lot must meet the minimum lot size of single-family lots; i.e. 10,000 square feet, 90 feet of frontage and comply with the current front, rear and side setbacks in the Residence A District unless applicant obtains a variance therefrom from the Zoning Board of Appeals prior to applying for the accessory dwelling before the Planning Board.
6. The accessory dwelling and principal dwelling must comply with all applicable State Building Codes; and, in the case of any home renovation, approved water conservation devices shall be required in the accessory dwelling including, without limitation, low-flow shower heads and water-efficient toilets.
7. The gross floor area of the accessory dwelling shall not exceed 750 square feet under any circumstance or condition and must be attached to the principal single-family dwelling unit by minimum shared wall coverage of 75% of the length of the wall.
8. One additional off-street parking space shall be provided for the accessory dwelling in addition to the minimum of two off-street parking spaces for the principal single family dwelling, or other parking requirements as determined by the Planning Board which may include but not be limited to suitable screening either in the form of a fence or landscaped buffer, or both to minimize the visual impact on abutters and to maintain the single family appearance of the neighborhood;

9. All utility services shall be by a single service meter for both the principal single-family dwelling and accessory dwelling.
 10. Occupancy of the accessory dwelling shall be limited to two people and may not be used for any business or commercial purposes, and there shall be no borders or lodgers permitted within either the principal single-family unit or the accessory dwelling.
 11. Any Special Permit issued under this bylaw shall expire upon a change in the ownership of the property or a change in the residence of either the principal dwelling or accessory dwelling and, upon such occurrence, the permitted use of the property shall automatically revert to a single-family dwelling with no accessory dwelling. As a requirement for the continuance of an approved accessory dwelling, the owner of the principal single-family dwelling shall submit a notarized affidavit to the Planning Board by January 31st of each year certifying conformance to all applicable regulations and that the occupants, facts and circumstances present when the initial Special Permit was issued remain unchanged. If such affidavit is not filed, the accessory dwelling shall cease to exist and revert to a single-family dwelling.
 12. Any Special Permit issued under this bylaw shall be exercised within two years of the date of the issuance or shall lapse.
 13. In reviewing and evaluating an application for an accessory dwelling and in making a final determination, the Planning Board, shall also apply the criteria detailed in sections 7.4.3.1 (a)-(e) and 7.4.3.2 (a)-(f) of the bylaw.
- (d) Special Permits for accessory dwellings can be issued by the Planning Board up to a limit of ten per cent (10%) of all single-family dwellings in the Town of Stoneham as such number of single family dwelling exist according to the Town Assessor's records at the time of application.

or do anything in relation thereto.

Planning Board

Motion to amend Article 3 made by Oswald Zappa 7 Forest Street: To be inserted at end of paragraph 4.2.4.1 © Accessory Dwellings paragraph 11: The owner shall remove all modifications made pertaining to the accessory dwelling. In particular all plumbing and wiring as well as appliances (stove, oven, microwaves, refrigerators, etc.) associated with a second kitchen or revisions of the initial dwelling. These revisions are to be

accomplished within a period of less than six (6) months period of the failure to comply with the applicable regulations, occupancy facts and circumstances present when the initial permit was issued. Failure to comply will result in fines to be assessed each month. To be inserted instead of paragraph 4.2.4.1 (d): Town wise permits are limited to those extent 15 October 2018 as recorded by the Planning Board. Single family accessory dwelling permits will be issued only as granted permits fail to observe the regulations outlined above and after all accessory modifications have been made to the dwelling of the vacated permit. All subsequent permits will be granted by popular vote at the Annual Town Meeting. The number of permits issued shall be limited to the number of certified vacated permits.

Amendment Fails Per Moderator

Article 3. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning, by inserting a new Section 2.1.1.1, Accessory Dwelling, by deleting the existing Section 4.2.4.1 in its entirety, and inserting a new Section 4.2.4.1, Accessory Dwellings as written in Article 3 of the Special Town Meeting Warrant.

¾Vote Required

Hand Count Taken

Yes	No
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50	40
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Fails Per Moderator

Motion for Reconsideration

Article 4. To see if the Town will vote to amend the Stoneham Town Code, Chapter 15, Zoning, by amending the Zoning Map to add to the Recreation/Open Space District the following described property:

A certain former segment of railroad right-of-way known as the Stoneham Branch, so-called, situated in the Town of Stoneham, Middlesex County, Massachusetts commencing at the City of Woburn / Town of Stoneham town line at Engineering Station 40+00 as shown on Valuation Section 13.5 Map 2, and running in a generally easterly direction for approximately 912 +/- linear feet and ending on the southerly sideline of Maple Street in Stoneham at Engineering Station 49+15.6 as shown on Valuation Section 13.5, Map 2 as shown on Right-of-Way and Track Map, Boston and Lowell R. R. Corp., Operated by the Boston and Maine R. R., Station 40+0 to Station 80+0, Valuation Section 13.5, Map 2, the above referenced plans all previously recorded at the Middlesex County Registry of Deeds (Southern District) at Book 442, Sections A, B, and C

or do anything in relation thereto.

Planning Board

Article 4. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning, by amending the Zoning Map to include a portion of the former railroad right of way known as the Stoneham Branch in the Recreation/Open Space District, as described in Article 4 of the Special Town Meeting Warrant.

¾Vote Required

⅔ Vote Passes Per Moderator

Article 5. To see if the Town will vote to amend the Stoneham Town Code, Chapter 15, Zoning, Section 3.2 Location of Districts by deleting the date April 1, 2008 and substituting October 15, 2018, so that it will read as follows:

3.2 LOCATION OF DISTRICTS:

Said districts are hereby established as shown on a map entitled "Stoneham, Massachusetts Official Zoning Map," dated October 15, 2018. A true copy of which is on file in the office of the Town Clerk. Said map, together with all explanatory information thereon, is hereby incorporated into and made a part of this bylaw.

or do anything in relation thereto.

Planning Board

Article 5. **Voted** that the Town amend the Stoneham Town Code, Chapter 15, Zoning, by amending provisions of the bylaw referring to the date of the former Zoning Map to include the current date of the new Zoning Map and to adopt and incorporate the new Zoning Map dated October 15, 2018 as described in Article 5 of the Special Town Meeting Warrant.

⅔ Vote Required

⅔ Passes Unanimous

Article 6. To see if the Town will vote to amend the Stoneham Town Code, **Chapter 2**, Administration, Article IX, Treasurer and Tax Collector, Sec. 2-60B - Revolving Funds, to establish and authorize a new Energy Revolving Fund for use by certain town departments, boards, committees, agencies or officers under Mass. Gen. L. Chapter 44, Section 53E½ as follows:

Sec. 2-60B. Revolving Fund Bylaw.

(e) *Authorized Revolving Funds.*

(5) Energy Revolving Fund.

- (e) Fund Name. There shall be a separate fund called the Energy Revolving Fund for the use of the Board of Selectmen.
- (f) Revenues. The Town Accountant shall establish the Energy Revolving Fund as a separate account and credit to the fund all of the revenue received by the Town from energy rental surcharges and any type of incentive payments from utility companies received after a project is completed (a/k/a pay for performance payments).
- (g) Purposes and Expenditures. During each fiscal year, the Town may incur liabilities against and spend monies from the Energy Revolving Fund to cover the costs associated with energy efficient upgrades and energy-related projects.
- (h) Fiscal Years. The Energy Revolving Fund shall operate for fiscal years that begin on or after July 1, 2018.

or do anything in relation thereto.

Board of Selectmen

Article 6. **Voted** that the Town amend the Stoneham Town Code, Chapter 2, Administration, Article IX, Treasurer and Tax Collector, Sec. 2-60B - Revolving Funds by adding a new Energy Revolving Fund as written in Article 6 of the Special Town Meeting Warrant.

Passes Unanimous

Article 7. To see if the Town will vote to set Fiscal Year 2019 total expenditure limitations for the Revolving Fund authorized under Article 5 of this Special Town Meeting Warrant as follows:

Revolving Fund:

Not to Exceed Expenditure Limit:

Energy Revolving Fund

\$100,000

or do anything in relation thereto.

Board of Selectmen

Article 7. **Voted** that the Town establish the total expenditure limit for the Energy Revolving Fund established by Article 6 of this Special Town Meeting at \$100,000.

Passes Unanimous

Article 8. To see if the town will vote to accept Chapter 54, section 16A of the Massachusetts General Laws. In any city or town which accepts this section, if the warden, clerk or inspector, or the deputy of any such officer, if any, is not present at the opening of the polls, the city or town clerk may appoint a person to fill such vacancy who shall be an enrolled voter of the same political party as the absent officer, if any competent person enrolled in such party is present and willing to serve.

Town Clerk

Article 8. **Voted** that the Town accept the provisions of Mass. Gen. L. c. 54 sec. 16A.

Passes Unanimous

Article 9. To see if the Town will vote to raise and appropriate a sum of money to implement certain rehabilitation and construction projects on the Town's sanitary sewer system under Phase 11, 12 and 13 of the Massachusetts Water Resources Authority Assistance Program and the Town Treasurer, with the approval of the Board of Selectmen, be authorized to sell from time to time, as the occasion requires, town notes, bonds or other evidence of indebtedness in the amount not to exceed \$2,910,000 in accordance with Chapter 44, Section 7(1) of the Massachusetts General Laws and further to accept any grants or gifts for those projects, or do anything in relation thereto.

Department of Public Works

Article 9. **Voted** that the Town appropriate \$1,455,000 and to meet said appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum for the rehabilitation and construction projects on the Town's sanitary sewer system necessary under Phase 11, 12 and 13 of the Massachusetts Water Resources Authority Assistance Program and to issue notes and bonds therefore; and further, that the Town be authorized to accept any federal, state or local grant funds; and further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44,

Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

$\frac{2}{3}$ Vote Required

$\frac{2}{3}$ Passes Per Moderator

Article 10. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$25,000 for the purpose of embellishing Lindenwood Cemetery by hiring part time help, purchasing equipment, or do anything in relation thereto.

Department of Public Works

Article 10. **Voted** that the subject matter of article 10 be indefinitely postponed.

Passes Per Moderator

Indefinitely Postponed

Article 11. To see if the Town will vote to raise and appropriate or transfer from available funds, sum of \$45,000 for a combined Purchasing Agent for the Town and School, or do anything in relation thereto.

Town Administrator and School Superintendent

Article 11. **Voted** that the subject matter of Article 11 be indefinitely postponed.

Passes Per Moderator

Indefinitely Postponed

Article 12. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$670,000 for capital projects, including all incidental and related costs, all as set forth below, or take any action relative thereto and to authorize the Treasurer with the approval of the Board of Selectmen, to borrow said sum under the applicable provisions of Mass. Gen. L. c. 44 or any other enabling authority, or do anything in relation thereto.

Capital Committee

Article 12. **Voted** that the Town authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow a sum not to exceed \$670,000 for the Capital Projects set forth below, said funds to be expended under the general supervision of the Town Administrator and supervision of the department head for which the sums have been appropriated:

Department	Amount	Description
Police	\$ 140,000.00	Cruisers - Replacement of two (2) Police Cruisers.
Fire	\$ 75,000.00	Feasibility Study – A consultant would develop space requirements for the department’s programs. Using that information, potential sites would be identified, followed by a conceptual design and floor plans and preliminary cost estimates. Much of this work is technical and depends on deep knowledge of requirements for and best practices in the field of fire protection and emergency medical services. Once funds for the study are approved, the Town would contract with a consultant that has extensive experience in designing and completing fire stations.
Schools	\$ 375,000.00	Security Upgrades – Installation of security camera’s in various schools.
Town	\$ 80,000.00	Munis Upgrade – This upgrade will include a requisition system, upgrade our utility billing system and purchase a cash station for the Treasurer/Collector's office.

and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

⅔ Vote Required

⅔ Vote Passes Per Moderator

Article 13. To see if the Town will vote to amend Stoneham Town Code by adding Chapter 24 as follows:

Chapter 24: Trees

§ 24-1 Intent and purpose

It is the intent of this bylaw to sustain environmental health, enhance the economic well-being and maintain the quality of life for the citizens of the Town of Stoneham. Public trees make an important contribution to the character and heritage of Stoneham’s neighborhoods. This bylaw establishes policy for ensuring the health and longevity of the Town’s trees.

§ 24-2 Tree Warden

The care and management of public trees shall be the responsibility of the Tree Warden, appointed in accordance with MGL c. 41 § 106, or that official's designee. The Tree Warden is responsible for planting, maintaining and removing trees from streets, parks and other designated public places in accordance with MGL c. 87, § 2.

§ 24-3 Public shade trees

It shall be the policy of the Town of Stoneham to encourage the conservation of public shade trees (as defined in MGL c. 87 § 1) and to establish a planned program of replacement on a one-for-one basis of all public shade trees removed due to disease, death, public nuisance, construction or safety. The Tree Warden shall determine the type and size of the replacement tree. While the goal under this policy is to have a public shade tree planted in the same location as the removed tree, the replacement tree may instead be planted in an alternate location at the discretion of the Tree Warden if necessary.

§ 24-4 Tree Committee

There shall be a Tree Committee to facilitate and encourage the long term health of Stoneham's public trees. Said committee, once appointed, shall develop and administer a comprehensive tree management program to guide the Town and the Committee's activities. Such activities include, but are not limited to the following:

- (1) Facilitating and encouraging the long term health of Stoneham's public trees and promoting native tree species;
- (2) Performing tree surveys, inventories and evaluations;
- (3) Creating manuals or guidance for planting, maintaining and removing trees from streets, parks and other designated public places;
- (4) Developing best management practices for urban forestry and silvicultural work;
- (5) Working in conjunction with the Tree Warden to seek grants or other assistance concerning the preservation and maintenance of trees in Town; and
- (6) Performing public education and coordination with civic groups to promote Arbor Day and other special events related to public trees.

The duties and responsibilities of the Committee shall include, but not be limited to:

- (1) Writing and updating an annual community forestry work plan;
- (2) Advising the Town Administrator in matters related to the care and management of Town owned properties that contain public trees;
- (3) Advising the Select Board, Department of Public Works, Conservation Commission, the Open Space and Recreation Committee and other local organizations on projects and activities involving public trees in Town;
- (4) Advising the Tree Warden on planting, maintaining and removing trees from streets, parks and other appropriate public places; and
- (5) Engaging in projects and activities that promote sustainable forestry and the long term health of public trees in Town, including programs and community events.

The Committee shall consist of five members appointed by the Town Administrator. In the beginning, two members shall be appointed for a term of three years, two members shall be appointed for a term of two

years, and one member shall be appointed for a term of one year. Thereafter, each member shall be appointed to a term of three years. Each term shall expire at the end of the appropriate fiscal year.

§ 24-5 Private tree planting

All contractors, builders, companies, corporations or individuals who or which promote the construction of multiple houses, housing units or developments or the erection of three or more houses in a given area shall be required to plant two trees for each lot and four trees for every corner lot. Such planting shall be done before the street is paved and must be in accordance with the specifications as prescribed by the Tree Warden.

Susan Keeler and 100 Others

Article 13. **Moved** that the Town amend the Stoneham Town Code, by adding a new Chapter 24, Trees, as written in Article 13 of the Special Town Meeting Warrant.

Motion to amend made by Shelly MacNeill, 1159 Franklin Street, Board of Selectmen Chair, as follows:

Adding language to the last paragraph of Section 24-4 so that it reads “The committee shall consist of five members appointed by the Town Administrator and will include three ex-officio members which shall be one member of the Conservation Commission, one member of the Open Space & Recreation Advisory Committee and the Tree Warden.”

Vote on the Motion as Amended

Amendment Passes

Main Motion as Amended

Passes Per Moderator

Town Meeting Dissolved at 9:22 pm

Respectfully submitted:

Maria Sagarino

Town Clerk

November 6, 2018 State Election								
Senator in Congress	1	2	3	4	5	6	7	Total
Blanks	25	44	51	33	47	32	16	248
Elizabeth A. Warren	837	928	898	732	726	850	811	5782
Geoff Diehl	569	631	814	620	753	694	608	4689
Shiva Ayyadurai	59	64	73	56	51	59	71	433
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Governor/Lt. Gov.	1	2	3	4	5	6	7	Total
Blanks	58	57	75	75	80	55	60	460
Baker & Polito	1006	1125	1378	1021	1157	1208	1042	7937
Gonzalez & Palfrey	426	485	383	345	340	372	404	2755
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Attorney General	1	2	3	4	5	6	7	Total
Blanks	39	49	77	40	66	54	41	366
Maura Healey	1005	1171	1162	919	974	1037	983	7251
James R. McMahon III	446	447	597	482	537	544	482	3535
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Secretary of State	1	2	3	4	5	6	7	Total
Blanks	51	64	90	51	92	80	57	485
William Francis Galvin	1033	1189	1214	945	996	1060	993	7430
Anthony M. Amore	373	379	496	422	460	461	415	3008
Juan G. Sanchez Jr.	33	35	36	23	29	34	41	231
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Treasurer	1	2	3	4	5	6	7	Total
Blanks	85	103	140	86	123	127	89	753
Deborah B. Goldberg	955	1097	1108	835	910	959	916	6780
Keiko M. Orrall	413	432	552	483	502	509	453	3344
Jamie M. Guerin	37	35	36	37	42	40	48	275
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Auditor	1	2	3	4	5	6	7	Total
Blanks	108	125	139	92	145	137	98	844
Suzanne M. Bump	857	963	983	767	802	871	832	6075
Helen Brady	432	477	645	504	554	542	489	3643
Daniel Fishman	73	76	51	59	56	68	53	438
Edward J. Stamas	20	26	18	19	20	17	34	154
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Rep. in Congress (5th)	1	2	3	4	5	6	7	Total
Blanks	57	64	96	55	83	75	54	484
Katherine M. Clark	970	1106	1101	886	916	1015	966	6960
John Hugo	463	497	639	500	578	545	486	3708
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152
Councillor (6th)	1	2	3	4	5	6	7	Total
Blanks	209	236	311	217	281	280	234	1768
Terrence W. Kennedy	986	1120	1130	902	943	1012	963	7056
Vincent Lawrence Dixon	295	311	395	322	353	343	309	2328
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1506	11152

November 6, 2018 State Election

Sen. in General Court (5th)	1	2	3	4	5	6	7	Total
Blanks	67	87	99	62	101	79	68	561
Jason M. Lewis	962	1091	1072	840	878	961	921	6725
Erin K. Calvo-Baacci	461	489	665	538	598	595	519	3866
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Rep. in General Court (31st)	1	2	3	4	5	6	7	Total
Blanks	31	43	41	30	39	37	27	248
Michael Seamus Day	905	1010	973	767	823	890	869	6237
Caroline Colarusso	515	575	783	613	686	676	577	4425
Kateen R. Kumar	39	39	39	31	29	32	33	242
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1508	11152
District Attorney	1	2	3	4	5	6	7	Total
Blanks	403	425	576	439	504	491	441	3279
Marion T. Ryan	1087	1242	1260	1002	1073	1144	1065	7873
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Clerk of Courts	1	2	3	4	5	6	7	Total
Blanks	400	426	580	430	497	506	435	3274
Michael A. Sullivan	1090	1241	1256	1011	1080	1129	1071	7878
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Register of Deeds	1	2	3	4	5	6	7	Total
Blanks	433	460	620	462	518	562	457	3512
Maria C. Curtatone	1057	1207	1216	979	1059	1073	1049	7640
Write-ins	0	0	0	0	0	0	0	0
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Question 1 (Nurses)	1	2	3	4	5	6	7	Total
Blanks	85	116	136	92	95	105	105	734
YES	332	398	332	291	318	324	299	2294
NO	1073	1153	1368	1058	1164	1206	1102	8124
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Question 2 (Commission)	1	2	3	4	5	6	7	Total
Blanks	61	68	97	62	105	78	80	551
YES	955	1072	1143	876	922	1014	980	6962
NO	474	527	596	503	550	543	448	3639
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Question 3 (Gender ID)	1	2	3	4	5	6	7	Total
Blanks	41	59	68	64	70	51	65	418
YES	946	1101	1103	862	907	1051	943	6913
NO	503	507	665	515	600	533	498	3821
Totals	1490	1667	1836	1441	1577	1635	1508	11152
Question 4 (Health Care)	1	2	3	4	5	6	7	Total
Blanks	212	222	300	236	270	248	219	1707
YES	852	969	988	740	771	875	828	6021
NO	426	476	548	465	536	512	461	3424
Totals	1490	1667	1836	1441	1577	1635	1508	11152

TOWN COUNSEL

To the Citizens of Stoneham and the Honorable Select Board of Stoneham:

The office of Town Counsel provides general legal services and representation to the town of Stoneham in its corporate capacity, to town officials and department heads, and boards, commissions and committees in their performance of their official duties. The office of Town Counsel is a collaborative effort of consisting of Robert W. Galvin, Esq., of Galvin & Galvin, PC, and Jonathan Witten, Esq. and Barbara Carboni, Esq. of Huggins & Witten, PC. Also serving in the capacity of Labor Counsel for Stoneham are John Clifford, Esq. and Jaime Kenny, Esq. of Clifford & Kenny, LLP.

The specific duties of Town Counsel are described in the Stoneham Town Charter and Code involve the provision of the following types of legal services: (a) prosecution of claims and defenses on behalf of the Town, (b) advisory services designed to guide officials and boards through the intricacies of legal system and legal requirements in order to prevent litigation, (c) review of policies, procedures and bylaws, (d) review of all contracts for form and substance, (e) assistance with the Annual and Special Town Warrant and Town Meeting articles, and (f) issuance of advisory opinions and ethical opinions to public officials and employees.

During the past year, the town's significant legal matters have involved attending Select Board meetings, continuing to litigate appeals of an affordable housing project at Weiss Farm, resolution of routing matters with Eversource for a new main transmission line, several zoning enforcement matters, and advising the Select Board through the changes in the administration of the town with the retirement of Town Administrator, Thomas Younger, DPW Director, Robert Grover, and Treasurer, Diane Murphy. In an ordinary year, even one change like this would be sufficient to create a significant amount of legal work and the transitions have been remarkably efficient due to the dedication of the Select Board and individual efforts of Debbie Pettengill, Interim Town Administrator.

I commend the town's elected and appointed officials, boards and commissions who, once again this year, have volunteered their time by spending hundreds of hours of their free time to make Stoneham a wonderful place to work and live.

During the reporting period of July 1, 2017 through June 30, 2018, there have been a number of cases that have concluded or remain active.

A complete listing of all these cases is available through the Town Administrator or Select Board's office.

In addition to litigation, I render legal services in the following manner: (a) provide written and oral opinions, (b) examined titles and/or completed land acquisition or disposition projects, including review of licenses and easements, (c) appeared before state administrative agencies, (d) rendered ethics opinions and advice, (e) prepared and recorded deeds and easements, (f) assisted in the preparation of Town Meeting Warrants and attended town meetings.

In conclusion, I wish to express my gratitude in particular to each of the members of the Select Board, including former chair, Anthony Wilson, who provided hours and hours of support during a very important transition time, current chair, Shelly MacNeill, past chair, George Seibold, as well as members, Raymie Parker and Caroline Colarusso. I would also like to recognize Debbie Pettengill, former Interim TA, and Dava Kilbride, for their incredible efforts on behalf of the Town, when we were without a permanent TA. I would also like to express my thanks to Police Chief James McIntyre, and Fire Chief Matt Grafton, the entire membership of the Zoning Board of Appeals and Planning Board and their support staffs, Town Planner, Erin Wortman, Building Inspector, Cheryl Noble, the Town Accountant, Dave Castellarin, as well as our Moderator, Jeanne Craigie, and our Town Clerk, Maria Sagarino, as well as their staffs for their support.

Respectfully submitted,

Robert W. Galvin, Town Counsel

TOWN TREASURER/TAX COLLECTOR

The primary function of this office is the management of the Town's funds. We are responsible for collecting and depositing all revenue, as well as dispersing all payroll and vendor payments. Investment management and bond indebtedness are also functions of the Treasurer. My main objective is to keep the Town's funds safe, liquid and invested at the highest possible yield.

This year has brought many changes to the Treasurer/Tax Collector's Office. Our Treasurer, Diane M. Murphy has retired this January with over 38 years of service and dedication to Town of Stoneham. She will be greatly missed by both the staff and the residents. As the current Assistant Treasurer/Collector Paulette Gerry I was appointed in January as the new Treasurer/Tax Collector. In addition to a new Assistant who is expected to start late February. This brings a period of great change for the office.

During this period of transition we will be reviewing our current policies and procedures and looking at ways to increase our efficiencies in processing payments and serving our residents. The town has recently purchased a new cashiering system and with its implementation the staff will be going through extensive training over the next few weeks.

More and more residents are utilizing the online payment service available through our website. This year we added an additional feature, Pay-By-Phone where you can call to make a payment. The goal of our team is to serve you the best to our ability while utilizing the most current and efficient methods to process payments, and maintain accounts.

In closing, I would like to thank my amazing staff for without them this office would not be able to process the volume of work it does on a daily basis. Michele Collins for her expertise with online payments and processing, Kathy Sullivan for her dedication and her amazing knowledge of this Town's history. Sandy Snyder who greets every customer with a smile and willingness to help. These women are essential to the operations of this office and the Town is fortunate to have them.

Sincerely,

Paulette M. Gerry

Treasurer/Tax Collector

VETERANS SERVICES

The mission of Stoneham Veterans Services is to help veterans and their dependents with the process of acquiring all of the benefits they may be qualified to for. These benefits may come from The V. A. which is funded totally by the federal government. MGL Chapter 115 benefits are a combination of State and local benefits. Seventy five per cent is paid by the State and twenty five per cent is paid by the Town of Stoneham. All applications are taken in this office. If a client cannot make it to the office I will go to their home, in some cases to nursing homes. For Chapter 115 benefits I put the information into a DVS database which I have complete access to and I can get information on the claim at any time. These benefits are paid on a monthly basis. VA applications are also taken in this office or in the field. I now have the ability to file all claims directly from my office electronically thanks to a new software system we purchased (see explanation at bottom of page). We may also refer clients to outside agencies like Veterans legal services, V. A. educational benefits, dental benefits, Mystic Valley Elderly services, and heating assistance agencies for those who have to pay for oil or gas heat for issues that do not fall within our powers to assist.

Chapter 115 in 2018

We have approximately thirty clients currently receiving chapter 115 benefits. In 2018 we paid out a total of \$99,441.64 in benefits to Veterans or the spouses of deceased Veterans. We were reimbursed seventy five per cent of all of those funds, which made the actual cost to the town in 2018 \$24,860.41. There were zero disallowances for all funds paid out for the calendar year. This now makes 78 consecutive months where we were reimbursed the full seventy five per cent. These funds cover things such as living expenses, food, fuel, doctor's visits, prescription co pays, doctor co pays, dentists, eyeglasses, hearing aids, medical insurance, prescription insurance, and Medicare parts B and D to name a few.

VA Benefits

The caseload for VA benefits covered in this office is well over one hundred. I also average about two to three new claims each week. According to a recent report sent to me on a spreadsheet, Stoneham veterans or dependents are currently receiving \$401,606.00 monthly from the VA for various claims. This translates to \$4,819,272.00 annually to Stoneham from the VA. The more we can get the Federal Government to pay for benefits the less it burdens local taxpayers. Much of this money is also being spent at local business and it helps the local economy. These claims are for compensation, pension, death pension, DIC (Death Indemnity Compensation), widow's pension (Aid and Attendance). Any of these claims that have been approved since June of 2012 were filed through this office. Unfortunately sometimes claims are approved and I am never informed because the claimant gets the award and never lets me know. When the claim is denied I almost always know because they tell me and then the standard procedure is to appeal the claim. We never take a denial without appealing as long as the claimant keeps us informed of what is happening. We end up prevailing on a high percentage of our appeals, but again sometimes the claimant wins on appeal and never informs us when the award comes in. I always stress how important it is for clients to keep us informed with every step of the process.

Financial Breakdown Chapter 115

Chapter 115 benefits paid \$99,441.64 from Town budget X 75% = \$74,581.23 reimbursed to general fund the actual cost to Stoneham taxpayers for Chapter 115 was \$24,860.41 for calendar 2018

VA Benefits The fact that we have documented proof of \$4,819,272.00 annually coming into Stoneham from the VA is a great boost to our local economy.

2018 Educational Conferences I attended a four day conference presented by the Mass. Department of Veterans Services in October, a conference presented by the Massachusetts Veterans Services Officers Association in June and also in February. At that conference I once again passed the test to be a Certified Veterans Services Officer for The Commonwealth. I attended a summer conference sponsored by the Mass. Vets Services Officers Assoc. I attend monthly meetings presented by the Northeast Veterans Services Officers Association.

I attended conferences which cover subject matter such as suicide, PTSD, sexual trauma and other issues that affect Veterans both in the Military and after they have been discharged. I can guide them to the proper treatment and help them to file claims for such issues provided they are willing to seek help.

Monthly Food Delivery Every third Wednesday I go over to Melrose with my own vehicle and pick up food for clients. I return to my office with the food and call the clients who can pick up their orders. Around one o'clock I deliver the rest of the food to those who cannot pick up their orders.

Memorial Day Parade and Town Hall Ceremony

Once again we had a successful parade on Memorial Day and a ceremony at Town hall. It starts at St Patrick's cemetery, we then march to Lindenwood cemetery for a ceremony at the Veterans section, and we finish at Town hall with a ceremony. Full credit has to go to Maureen Buckley and the Memorial Day committee for putting this event together. It takes literally months to plan. We also decorate all Veterans graves in the cemeteries with American Flags. The number of Flags is over three thousand now. It takes the entire week before Memorial Day to do this. We also have monthly meetings year round to organize these events, it takes dozens of hours of planning for what comes to approximately 4 hours of ceremonies. This task would be impossible without the wonderful group of volunteers we have.

Annual Veterans Day ceremony and Road Race

This year was special, being the 100th anniversary of Armistice Day (now known as Veterans Day). On November 11, we had our annual Veterans Day ceremony at town hall. There were several speakers and had our moment of silence at 11:11 am. This year was slightly different because at 11:00 we stopped and there was the "tolling of the bells" 100 times to commemorate the anniversary. We also added a name to the WWII, Korea Monument. Captain Frederick L Austin's name was added. He was in attendance as were many of his family members from all over the country. The ceremony was followed by our annual 5k road race along with an additional 11k race. Thank you to Meghan Day for all the work she puts in to organizing the races.

Stoneham Veterans assistance Fund

The current balance in the fund is \$4,442.96 and people are now able to make donations on their property tax bill so we hope the fund increases with that option. I made a request that we wait until the balance reaches \$5000 before we

take any applications. This is because it is stipulated that any client can only apply once annually and any client cannot receive more than 10% of the balance. We are not there yet.

Vetraspec Software System

We purchased this and it was installed so that I can electronically file all V. A. claims. It gives much more access to monitor what is going on with our V. A. claims. I now am directly informed when claims are approved, denied, or when more information is needed from any client. A prime example of this benefit is that I recently was informed that one of our Veterans received a compensation award of 100% before he did. This award is \$3300 monthly tax free for life. It was awarded in June 2018 and he did not receive payment until Feb. 1. That means he received this amount. I had the pleasure of informing him that approximately \$29,700 would be directly deposited into his account Feb. 1 2018.